

2007

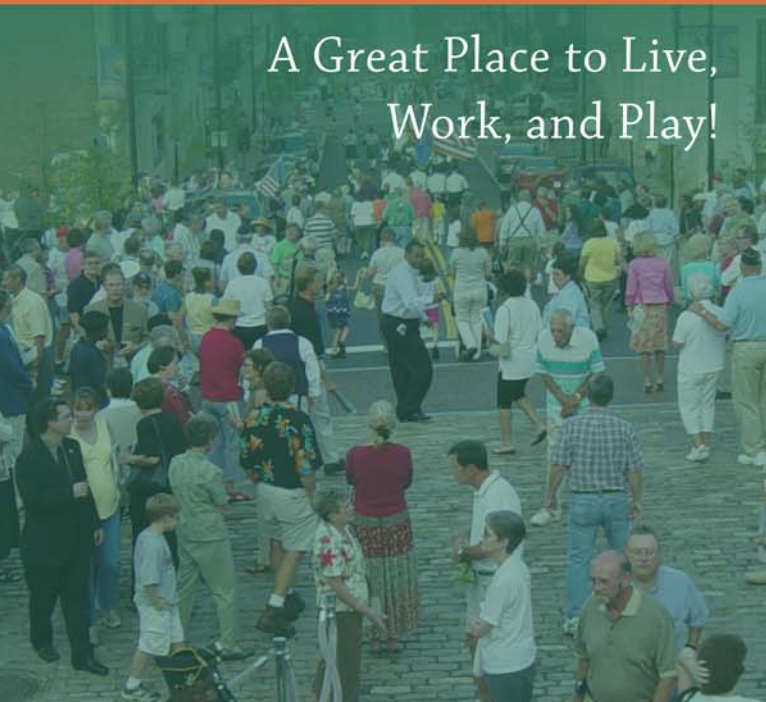


CITY OF LYNCHBURG



COMMUNITY HANDBOOK

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Work, and Play!



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empowering the community?**

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while partnering with
community organizations to
make a difference in
the lives of others.**



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A
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MESSAGE FROM THE MAYOR & CITY COUNCIL



Dear Resident:

In fulfilling our goal of serving you better, we believe it is important to introduce you to the people and departments responsible for providing the City services crucial to the upkeep and betterment of our community. The staff of our Communications and Marketing Department has compiled this helpful resource, in an effort to make local government information and community services more accessible by providing information in an organized and easy to use format. This handbook is just one of the many ways to bring you the service you expect and deserve.

We encourage you to use it and contact us with your comments, questions, and concerns. If you need additional information about our services, please feel free to contact the City's Citizens First Information Center at (434) 856-CITY (2489) or via the Internet at www.lynchburgva.gov.

Sincerely,

Mayor Joan F. Foster and
Members of City Council

NOTE: The "City of Lynchburg Community Handbook 2007" is a publication of the Communications and Marketing Department in cooperation with City Departments/Divisions and paid advertisers. We welcome handbook information suggestions for the next publication scheduled for release in 2008-2009.



City of Lynchburg
Communications & Marketing Department
900 Church Street
Lynchburg, VA 24504

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FAX: (434) 847-2083

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CITY GOVERNMENT OVERVIEW

COUNCIL - MANAGER FORM OF GOVERNMENT

The City of Lynchburg operates as a council-manager form of government; an elected city council (seven people) is responsible for making policy, passing ordinances, voting appropriations, and having overall supervisory authority in the city government. Lynchburg citizens regularly choose the members of City Council, through popular elections in even numbered years. Elected to staggered four-year terms of office, City Council is elected on either an at-large (three members) or ward (four members) representational basis. From among their group, the elected City Council members, in turn, choose by simple majority vote a president or mayor, who serves a two-year term. The mayor performs ceremonial duties, appoints council members to committees, and acts as a member and presiding officer of the council.

As the chief legislative body of the municipal corporation, the City Council conducts regular meetings on the second and fourth Tuesdays of each month, for the purpose of accomplishing City Charter prescribed responsibilities and business transactions.

MAJOR ROLES OF THE CITY MANAGER

Appointed by the City Council, the City Manager serves as the chief executive officer of the municipal corporation. The duties of this office are prescribed by the Charter of the City of Lynchburg, and include the following responsibilities: appointment of department directors; daily execution of contracts on behalf of the City government; preparation of an annual budget; reporting to City Council concerning the financial condition of City; and all other duties as prescribed by law, ordinance or resolution of City Council.

The City Manager's Office for the City of Lynchburg exists to fulfill three major roles: 1) to support City Council in its decision-making role, 2) to serve and partner with the community, and 3) to work with the City organization to focus, set priorities, and build capacity.

The general objectives and activities of the City Manager include: to study and propose alternative solutions to community needs or programs; to interpret City Council actions to City government departments, outside organizations and citizens; and to provide professional leadership in executing the adopted policies of City Council.

The City Manager's Office is on the third floor of City Hall and is open Monday - Friday, 8:30 a.m. - 5:00 p.m.

CITY OFFICIALS

MAYOR

Joan F. Foster

At Large Representative

VICE MAYOR

Bert Dodson, Jr.

At Large Representative

CITY COUNCIL

T. Scott Garrett, M.D.

At Large Representative

Michael A. Gillette, Ph.D.

Ward I Representative

Ceasor T. Johnson, M.RE., D.D.

Ward II Representative

Jeff S. Helgeson, MSFS

Ward III Representative

Joseph M. Seiffert

Ward IV Representative

Contact (434) 455-3990 or visit the web at: www.lynchburgva.gov

NOTE: Three City positions are appointed by City Council. They include the City Manager, the City Attorney, and the Clerk of Council. These individuals report directly to the members of Council and work at their pleasure.

CITY MANAGER

L. Kimball Payne, III

CITY ATTORNEY

Walter C. Erwin, III

CLERK OF COUNCIL

Patricia W. Kost, MMC

NOTE: The Deputy City Manager is hired by the City Manager. The directors of the various departments report directly to either the City Manager or the

Deputy City Manager, with the exception of the Directors for Fleet Services and the Museum System.

DEPUTY CITY MANAGER

Bonnie Svrcek

CITY DIRECTORS

AIRPORT

Mark F. Courtney

ASSESSOR'S OFFICE

Gregory H. Daniels

COMMUNICATIONS & MARKETING

JoAnn B. Martin

COMMUNITY DEVELOPMENT

Charlene B. Montford

ECONOMIC DEVELOPMENT

Mary Jane Russell

FINANCIAL SERVICES

Donna Witt

FIRE & EMS DEPARTMENT

Fire Chief Steven B. Ferguson

FLEET SERVICES

John H. McCorkhill

HUMAN RESOURCES

Margaret Schmitt

INFORMATION TECHNOLOGY

Mike Goetz

JUVENILE SERVICES

Tamara Rosser

MUSEUM SYSTEM

Douglas K. Harvey

PARKS & RECREATION

Kay L. Frazier

POLICE DEPARTMENT

Colonel Charles W. Bennett, Jr.

PUBLIC LIBRARY

Lynn L. Dodge

PUBLIC WORKS

David Owen

SOCIAL SERVICES

Mark C. Johnson

UTILITIES

Timothy A. Mitchell

FAST FACTS**CITY SIZE & POPULATION**

Land Area in Square Miles49

Population65,269

*White: 66.0%**Black: 29.7%**Other: 1.6%***CLIMATE****Coldest period:** End of January -
February, average temperature 35°F**Warmest period:** Last half of July,
average temperature 76°F**Average annual precipitation:**
38.27 inches**Average annual snowfall:**
18.3 inches**DISTANCES TO OTHER CITIES**

Atlanta, GA470 miles (south)

Baltimore, MD ...214 miles (northeast)

Chicago, IL697 miles (northwest)

Greensboro, NC110 miles (south)

New York, NY ...415 miles (northeast)

Norfolk, VA195 miles (east)

Pittsburgh, PA ...323 miles (northwest)

Richmond, VA114 miles (east)

Roanoke, VA54 miles (west)

Washington, DC ..180 miles (northeast)

FIRE & POLICE

Sworn Firefighters173

Number Fire Stations8

Sworn Police Officers162

Number Police Districts3

PUBLIC TRANSIT

Bus Fleet in Service29

Annual Ridership1,002,535

SOLID WASTE SERVICES

Customers Served20,500

Picked Up20,345

Waste Collected Annually(wt. in tons)

Delivered to Landfill210,990

Waste Collected Annually(wt. in tons)

Drop-Off Centers3,000

*Recycling Collected Annually(wt. in tons)***STREET TRANSPORTATION**

Lane Miles of Streets853

Signalized Intersections116

WATER & SEWER

Miles of Water Lines465

Water Treatment10.5

Daily Average (million gallons)

Water Treatment Plants2

College Hill (Lynchburg) and Abert (Bedford)

Miles of Sewer Lines450

Wastewater Treatment13.5

Daily Average (million gallons)

Wastewater Treatment Plants1

SERVICES & PROGRAMS DIRECTORY

2-1-1 VIRGINIA

Dial **2-1-1** toll free to talk with a trained professional who can provide referrals to health and human services, including:

- **Basic Human Needs:** *Food banks, shelters, rent or utility assistance.*
- **Physical and Mental Health Resources:** *Medicaid, Medicare, pre-natal care, children's health insurance programs, crisis intervention, support groups, counseling, and alcohol and drug rehabilitation.*
- **Work Initiatives:** *Educational and vocational training programs, English as a Second Language (ESL) classes, job training, General Educational Development (GED) preparation, financial and transportation assistance.*
- **Support for Seniors and Those with Disabilities:** *Agencies on Aging, Centers for Independent Living, adult day care, meals at home, respite care, home health care, transportation, and recreation.*
- **Support for Children, Youth, and Families:** *After-school programs, tutoring, mentorship programs, family resource centers, protective services, counseling, early childhood learning programs, child care referral centers, and recreation.*
- **Volunteering in Your Community:** *Volunteer centers, mentorship opportunities, locations to donate food, clothing, furniture, computers, and other items, or visit 2-1-1 on the web at www.211virginia.org.*

2-1-1 VIRGINIA DISASTER RECOVERY

During times of disaster 2-1-1 VIRGINIA will provide an additional channel of communication for citizens of the Commonwealth. Working with local and state emergency management and disaster response officials, 2-1-1 VIRGINIA will provide:

- Accurate and up-to-date information on community and regional response.
- Volunteer and donation coordination.
- Crisis intervention and human services coordination.
- Access to disaster support services during the entire recovery process.

ABANDONED VEHICLES

INOPERATIVE VEHICLES

Abandoned or Inoperative Motor Vehicles (IMV) are not allowed on private property unless they are placed in a fully-enclosed building, or shielded from view by plantings or fences. An IMV is defined by City Code as:

- Any motor vehicle, trailer, or semi-trailer, or part thereof which is **not in operating condition**.
- **Valid state license plates** are not displayed on vehicle.
- **Valid state inspection decal** is not displayed on vehicle.

To report an IMV contact Citizens First at (434) 856-CITY (2489) or visit the Citizens First link on the web at: www.lynchburgva.gov

ADOPT-A-STREET

Lynchburg's Adopt-A-Street program began in 1991. Today more than 60 locations across the City are adopted by volunteers who do at least four clean-ups per year at their location. A half-mile minimum is required to adopt a street. The City provides bags and safety vests, and then collects the filled bags. In addition, an Adopt-A-Street road sign with the individual's or organization's name will be placed on the adopted street. To learn how to join the growing

number of Adopt-A-Street volunteers, call (434) 455-6335 or visit the web at: www.lynchburgva.gov

ADOPTION

(Refer to Social Services - Adoption)

AIRPORT

LYNCHBURG REGIONAL AIRPORT (LYH)

Lynchburg Regional Airport (LYH), established in 1931, was originally known as the Preston Glenn Airport and was named in honor of Lt. Preston Glenn, a Lynchburg native who died in service as an Army Air Corps pilot during World War I.



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Lynchburg Regional Airport Airport Code: LYH

In 1992, the Airport's new terminal opened for business. The Lynchburg Regional Airport/Preston Glenn Field, located at the intersection of Route 29 South and Route 460, is owned by the City of Lynchburg.

For information about the airport, the airlines, and airport concessions and services, please visit the website for Lynchburg Regional Airport at www.lynchburgva.gov or call the administrative office (located inside the passenger terminal) at (434) 455-6090.

The airport terminal opens at 5:00 a.m. and remains open until the last flight of the day deplanes, usually around midnight. Passengers should plan on arriving at the terminal one hour prior to flight departure.

PARKING

There are two parking lots for public use at the airport. The "Close-In" lot, which offers the convenience of parking closest to the terminal, and the "Economy" lot, which is adjacent to the Close-In lot. Both parking lots are within an easy walking distance of the terminal. The Airport's public parking lots are operated by Republic Parking System. Information about parking costs can be found on the website or by contacting Republic Parking System at (434) 239-7574.

TERMINAL

Lynchburg Regional Airport's terminal is passenger friendly with an efficient layout requiring minimal walking.

All of the gates load from a single, central boarding area. Disabled travelers can utilize an elevator to the gate areas and a passenger lift device is available for aircraft boarding assistance. The terminal is a "hot spot" offering wireless internet service throughout the airport. ATM service is also available. The terminal offers a vending area that is available during all hours of operation. In addition, the Airport Café, a food concession offering fresh sandwiches, salads, snacks, and beverages, operates on weekdays from 5:00 a.m. to 2:00 p.m.

AIRPORT COMMISSION

The Airport Commission, a nine-member advisory board which provides guidance and oversight of airport policies and directs growth, consists of Lynchburg's City Manager, the Campbell County Administrator, and seven representatives from surrounding communities who are appointed by the Lynchburg City Council. The Lynchburg Regional Airport Commission meetings are open to the public. There are six regularly scheduled meetings throughout the year. Information regarding these dates can be found on the Airport website.

AIRLINES

Lynchburg Regional Airport's commercial passenger service is provided by two regional airlines: Delta Connection-Atlantic Southeast Airlines and US Airways Express. Regional carriers offer 18 daily arrivals and departures

from 6:00 a.m. to midnight. Current arrival and departure schedules can be found on the web at:

[www.alpinesystemsinc.com/
remote/lynch-1515.html](http://www.alpinesystemsinc.com/remote/lynch-1515.html)

ATLANTIC SOUTHEAST AIRLINES (ASA) DELTA CONNECTION

ASA Delta Connection offers service to Atlanta Hartsfield International Airport. ASA Delta Connection's office hours are from 5:00 a.m. until their last flight of the day deplanes.

ASA DELTA CONNECTION

Airport Office(434) 239-6150
Toll Free(800) 221-1212
or (800) 282-3424

For information about carry-on and checked baggage restrictions, call the numbers above or visit Delta's website at www.Delta.com.

US AIRWAYS EXPRESS

US Airways Express offers service to Charlotte International Airport. US Airways' office hours are from 5:00 a.m. until their last flight of the day deplanes.

US AIRWAYS EXPRESS

Airport Office(434) 239-8979
Toll Free(800) 428-4322

For information about carry-on and checked baggage restrictions, call the numbers above or visit US Airways' website at: www.USAirways.com

TRANSPORTATION SECURITY ADMINISTRATION (TSA)

The Transportation Security Administration (TSA) was created in response to the terrorist attacks of September 11, 2001, as part of the Aviation and Transportation Security Act signed into law by President George W. Bush on November 19, 2001. TSA was originally in the Department of Transportation but was moved to the Department of Homeland Security in March 2003.

TSA's mission is to protect the nation's transportation systems by ensuring the freedom of movement for people and commerce. In February 2002, TSA assumed responsibility for security at the nation's airports. The TSA is required by law to inspect all checked baggage and to thoroughly screen passengers and their carry-on items to ensure the safety and security of travelers and airline employees.

To avoid check-in delays, passengers must be familiar with packing restrictions. For information on packing tips visit the TSA website at www.tsa.gov or call toll free at (866) 289-9673.

GROUND TRANSPORTATION

There are four rental car companies available to the public inside the airport terminal, as well as an on-site limousine/sedan service.

AVIS RENT-A-CAR

Airport Office(434) 239-3622
Toll Free(800) 831-2847

BUDGET RENT-A-CAR

Airport Office(434) 237-5626
Toll Free(800) 527-0700

ENTERPRISE RENT-A-CAR

Airport Office(434) 239-5785
Toll Free(800) 736-8222

HERTZ RENT-A-CAR

Airport Office(434) 237-6284
Toll Free(800) 654-3131

K&J LIMOUSINE/SEDAN SERVICES

Airport Office(434) 237-2237
Toll Free(866) 557-3326

GENERAL AVIATION SERVICES

Lynchburg Regional Airport also meets the needs of general and corporate aviation. The general aviation ramp accommodates a variety of corporate and private aircraft. In addition, hangar facilities are available for lease upon request.

Lynchburg Regional Airport's two fixed base operators, Virginia Aviation and Falwell Aviation, provide a full complement of services to passengers and private pilots including aircraft maintenance, flight training, charter flights, and aircraft and fuel sales.

VIRGINIA AVIATION

970 Airport Road
Lynchburg, VA 24502

Telephone(434) 237-8428

Toll Free1(800) 543-6845
Website . . www.virginiaaviation.com

FALWELL AVIATION

310 Hangar Road
Lynchburg, VA 24502

Telephone(434) 237-7002
Websitewww.flyfalwell.com

**RECREATIONAL LIGHT
SPORT AVIATION**

Precision Windsports, based at the airport's General Aviation Services area, specializes in sales and training of powered light sport aircraft known as "trikes."

PRECISION WINDSPORTS

1610 Hooper Road
Forest, VA 24551

Telephone(434) 851-6804
Websitewww.precisionwindsports.com

ALARM PERMIT

Businesses or residents with alarm systems must obtain a permit. The application may be obtained from Emergency Communications by calling (434) 455-4290. Fees are listed below.

TYPE	FEE
Industry/Business	\$55.00
Small Business (no more than 2000 sq. ft. or up to five employees)	\$45.00
Residential	\$30.00

NOTE: All fees shown above are correct as of printing and are subject to change.

ANIMAL CONTROL

The Office of Animal Control and Wildlife Management operates under the Police Department and is under the command of the Chief Animal Warden. The office employs two part-time Wildlife Specialists and three full-time Animal Wardens. Animal Wardens enforce all City and State Codes relating to animals and fowl, and patrol the city of Lynchburg to ensure public safety by controlling loose dogs. While Animal Wardens do not pick up stray cats, there are a number of City Codes that require the following:

- All dogs and cats over four months of age must be inoculated against rabies.
- All dogs must have a City of Lynchburg Dog License.
- In City of Lynchburg parks and recreation areas, dogs must be kept on a leash at all times.

Wildlife Specialists work to control deer populations in the City of Lynchburg, for the purpose of reducing damage to plants and associated risks of disease. Animal Wardens are on-duty Monday - Friday, 7:00 a.m. - 10:30 p.m., and Saturday, 10:00 a.m. - 6:30 p.m. Contact the Animal Control Unit at (434) 455-6058.

ARMORY RENTAL

(Refer to Community Market - Armory Rental)

ASSESSMENTS

(Refer to Real Estate - Reassessment)

AUTOMOBILES

(Also refer to Taxes - Personal Property Tax)

MOVED FROM ANOTHER VIRGINIA LOCALITY

If you have just moved to Lynchburg from another Virginia locality, you do not need an automobile decal. The City of Lynchburg no longer requires a decal displayed on your windshield. However, a fee is added to your Personal Property tax bills.

MOVED FROM ANOTHER STATE

If you have moved to Lynchburg from another state, you must register your vehicle with the Virginia Department of Motor Vehicles within 30 days. Once the vehicle is registered with DMV, you have 30 days to register your vehicle with the Commissioner of Revenue's Office located in City Hall at 900 Church Street.

PURCHASED NEW VEHICLE

If you purchase a new vehicle, you must register your vehicle within 30 days of the date of purchase with the Commissioner of the Revenue's Office. You will need to bring a copy of your valid state vehicle registration.

For more information about automobile registration, call the Commissioner of Revenue at (434) 455-3870.

BIZWATCH

(Refer to Police - Programs, BizWatch)

BOARDS & COMMISSIONS

If you are a citizen of Lynchburg and would like to serve on one of the City's boards or commissions, please write or call Patricia W. Kost, Clerk of Council, 900 Church Street, Lynchburg, VA 24504, (434) 455-3995. An individual must complete an application form (on the web at www.lynchburgva.gov, under the City Council/City Manager page), and identify any special talents, experience, or educational preparation which might be helpful to a board or commission.

NOTE: As a member of a board or commission, you will be expected to attend at least 75% of the meetings, and membership will be limited to a maximum of three consecutive terms.

AGING COMMISSION

Provides counseling regarding numerous senior citizen programs; assists in the operation of many programs essential to the health and welfare of senior citizens; works to eliminate social and economic barriers for the elderly.

AIRPORT COMMISSION

Assists the City in the planning, organization, direction, and administration of the Lynchburg Regional Airport.

BUILDING CODE APPEALS BOARD

Considers variances, changes or adjustments in the City Building Code or the Fire Prevention Ordinance; hears appeals from owners of buildings and determines whether such buildings should be repaired, vacated or demolished in compliance with Code requirements. To serve, one must be an architect, general contractor, engineer or employed by the building industry.

CITY EMPLOYEES APPEAL BOARD

Resolves any Step IV Grievances as provided for by the City's Employee Grievance Procedure.

COMMUNITY COLLEGE BOARD

Functions as an advisory body for the College's service area with the State Board for Community Colleges, the Virginia Community College System administration, and the College administration; makes recommendations regarding state and local funds budgets, long-range planning and curriculum; appoints curriculum advisory committee members; establishes regulations on student conduct.

COMMUNITY SERVICES BOARD OF CENTRAL VIRGINIA

Provides services for mental health, mental retardation, and substance abuse through the role of advisor, service provider, fund raiser, educator, community organizer, planner, advocate and consultant; reviews existing programs and initiates new programs.

DISABILITY SERVICES BOARD

Created to stimulate public awareness and enhance local government interest in disability issues.

HISTORIC & ARCHITECTURAL REVIEW BOARD

Protects and preserves the historic areas of the city; reviews requests for erection, reconstruction, alteration, or demolition affecting any structure on the Historic Buildings Map or in an Historic District.

INDUSTRIAL DEVELOPMENT AUTHORITY BOARD

Assists in promoting industry and developing trade in the area through financial assistance to new and existing industries.

LYNCHBURG BUSINESS DEVELOPMENT CENTER

Oversees the policy-making decisions of the Small Business Development Center.

MARTIN LUTHER KING, JR. & LYNCHBURG COMMUNITY COUNCIL

Develops and maintains the Center for Human Rights and recommends appropriate community observances around the national holiday honoring Dr. King.

MUSEUM ADVISORY BOARD

Sets museum policy; prepares development and program plans; coordinates financial support and participation in many specific activities; reviews policy and planning of the Museum System member organizations.

PARKING AUTHORITY

To develop plans for and to coordinate the development and use of sufficient off-street publicly-owned parking facilities in the city and as necessary to acquire, construct, reconstruct, equip, improve, extend, enlarge, maintain, repair, and operate off-street parking facilities.

PLANNING COMMISSION

Acts in an advisory capacity to City Council in planning the development of the city (subdivisions, re-zonings, parks, etc.).

REDEVELOPMENT & HOUSING AUTHORITY BOARD

Administers housing assistance programs as a political subdivision of the Commonwealth; conducts programs on urban renewal and housing rehabilitation in designated neighborhoods.

SCHOOL BOARD

Employs teachers and other personnel; provides buildings and equipment; operates a transportation system; determines educational policies; disburses all school funds, which are subject to state laws, the general supervision of the Board of Education, and upon recommendation of the division superintendent.

SOCIAL SERVICES ADVISORY BOARD

Interests itself in all matters pertaining to the citizens' social welfare; monitors the formulation and implementation of social welfare programs; makes

recommendations on policy matters concerning the Social Services Department.

TRANSIT COMPANY BOARD

Formulates policies and operating procedures for and offers general supervision of a professional transit management company providing bus service.

VASAP BOARD

Provides probation, education, and rehabilitation of those persons charged with a violation of Section 18.2-266 of the Code of Virginia.

YOUTH SERVICES CITIZENS BOARD

Advises City Council in all youth delinquency prevention and treatment matters; furnishes policy guidance; operates Lynchburg Youth Services; and advises City Administration in the operation of several youth treatment facilities.

BUILDING PERMITS

(Refer to Permits - Building Permits)

BRUSH & BULK

(Refer to Trash Collection - Brush & Bulk)

BUDGET PROCESS

In February, the City Manager's proposed budget for the coming fiscal year is posted on the City's website (www.lynchburgva.gov) for citizens to review. In April, City Council holds a public hearing to gather citizens' input on budget issues. City Council deliberates the budget between March and June and adopts the budget in late May or early June. The Adopted Budget is posted on the City's website in July of each year. For additional information, contact the Budget Office at (434) 455-3970.

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- I-File
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(434) 845-1281

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5068 S. Amherst Highway, Suite 100 • Madison Heights, VA 24572

BUS SERVICE

GREATER LYNCHBURG TRANSIT COMPANY (GLTC) GENERAL ROUTE INFORMATION

GLTC operates regular bus service in Lynchburg and portions of Madison Heights. Buses run at either half hour or hour intervals (depending on route). The transfer station is located at the Plaza Shopping Center, 2323 Memorial Avenue. This allows for timely transfers from one route to the next. All routes are designated by a route number. Reduced service is available on Saturdays and Sundays. GLTC does not operate on major holidays. Bus stops are marked with a sign bearing the GLTC logo and route number. Call (434) 455-5080 (ext. 1) for specific route and schedule information.

FARES

All fares are posted on each bus and on the GLTC website at:
www.gltconline.com

Riders that do not have the exact fare, will be issued a GLTC “change card” and will be required to pay an additional fare when the bus reaches the “end of the line.” Discounted tickets are available to the general public. Riders wanting to purchase a discounted ticket on the bus, need to advise the operator BEFORE placing the money in the fare box.

DISCOUNTED FARES

GLTC offers a discounted fare to

Medicare cardholders, senior citizens (individuals at least 65 years of age), and individuals with disabilities who have a GLTC ID card. GLTC ID cards are available at the GLTC office, 1301 Kemper Street. A small processing fee is charged for the card. You must show the ID card to the driver to ride at the discounted fare.

PERSONS WITH DISABILITIES

The GLTC bus fleet is ADA-accessible and the buses are lift or ramp equipped. In addition, GLTC provides a “para-transit” mini-bus service (PTS) for persons with disabilities who cannot be accommodated on regular fixed route buses. Persons with disabilities must be certified by GLTC to use this service. Call (434) 455-5099 for more information.

BIKES

GLTC offers a “Bikes on Buses” program to transport a bike on specific racks on the front of the buses. Bikers must be certified to use this program. For more information about “Bikes on Buses,” call (434) 455-5080.

CONTACT INFORMATION

Main(434) 455-5080
Bus Dispatch(434) 455-5090
Maintenance(434) 455-5095
Paratransit(434) 455-5099
Website**www.GLTCOnline.com**

BUSINESS LICENSE

(Refer to Starting a Business)

CABLE TELEVISION

CABLE TELEVISION FRANCHISE

Every cable television provider is required to have a franchise agreement in order to provide service in Lynchburg. The City’s Information Technology Department is responsible for overseeing the franchise. If you have specific service-related needs or problems, contact the current cable television provider, Comcast (formerly Adelphia), by phone at (888) 683-1000.

Citizens’ opinions are an important part in the administration of a cable television providers’ franchise. If you have comments about the performance of your cable television provider, you may direct your comments or concerns to (434) 856-CITY (2489).

CENTRA HEALTH

(Refer to Hospitals)

CHAMBER OF COMMERCE

Since 1883, the Lynchburg Regional Chamber of Commerce has worked to promote regional economic growth and to enhance the quality of life for citizens of Central Virginia. The Chamber received a 5-Star Accreditation from the U.S. Chamber of Commerce in June 2006 and has been accredited since 1973; receiving its 20-year reaccreditation in June 2001.

The Lynchburg Regional Chamber is the region’s largest business association. For nearly 1200 businesses, professionals, and organizations in the Lynchburg region, the Chamber’s goal is to continue to broaden the range of benefits to meet the changing and expanding needs of the business community. The Lynchburg Regional Chamber of Commerce is “Growing Business... Personally.”

LEADERSHIP LYNCHBURG

Each year, the Lynchburg Regional Chamber of Commerce sponsors the *Leadership Lynchburg* program that helps individuals focus on their strengths, connect with leaders from across the region, and grow their leadership skills. *Leadership Lynchburg* is an interactive and informative program that offers current and future leaders skill building, leadership development, and a comprehensive look at Central Virginia. Applications are usually accepted during the spring and summer months.

For more information about the Chamber or *Leadership Lynchburg*, call (434) 845-5966 or visit the website: www.lynchburgchamber.org

LYNCHBURG REGIONAL CHAMBER OF COMMERCE

2015 Memorial Avenue
Lynchburg, VA 24501

Telephone(434) 845-5966
Website
www.lynchburgchamber.org

CHRISTMAS TREE PICK UP

(Refer to Trash Collection)

CITIZENS ACADEMY

During the past several years, the City of Lynchburg has worked to make it easier for citizens to be better informed and more involved in the day-to-day business and operation of local government. City Council often refers to citizens and their neighborhoods as the backbone of the community. This involvement is vital for the city to maintain a healthy community that continues to meet the needs of its citizens. In an effort to solicit even more citizen participation, the “Citizens Academy” was developed.

The Citizens Academy is designed to give participants an insight into the operation of the various departments of government. The goal of the Academy is to have better informed citizens who will bring their specialized knowledge of how city government works back to their respective neighborhoods.

A series of eleven (11) informational sessions are presented weekly in the fall at various government locations around the city. The sessions are led by City department representatives, and often-times present a hands-on approach to learning about specific services provided by the City. A graduation reception and ceremony are held at

the conclusion of the Citizens Academy in the City Council Chamber at City Hall.

For more information on how you can attend next year’s Citizens Academy, contact Communications & Marketing at (434) 455-3800 or visit the Citizens Academy link online at www.lynchburgva.gov.

CITIZENS FIRST

The City of Lynchburg makes it easy to obtain City services. One way the City does this is through the Citizens First Information Center—a one-stop citizen assistance office where, “One call does it all!”

Citizens can report neighborhood problems, make inquiries about City services, register complaints, schedule a brush and bulk pickup, or even pay the City organization a compliment. When citizens call the Citizens First Information Center with concerns or requests, the office immediately notifies the appropriate department using state-of-the-art software technology; tracking the individual concerns and requests to assure that the citizens’ needs are properly addressed and resolved.

Please call (434) 856-CITY (2489) between the hours of 8:00 a.m. and 5:00 p.m. to speak with a customer service representative or visit the Citizens First Information Center online at www.lynchburgva.gov.

Learn About Your City Government



"An enlightened citizenry is indispensable for the proper functioning of a republic."

—Thomas Jefferson

Join the Lynchburg Citizens Academy

Call (434) 455-3800 for more
information about this opportunity
or visit **www.lynchburgva.gov**



Paid for by the Citizens Academy Class of 2005

CITIZENS POLICE ACADEMY

(Refer to Police - Programs)

CITY CEMETERY

The Old City Cemetery, located at Fourth and Taylor Streets, is a restored 200 year-old cemetery founded in 1806. It is a Virginia Historic Landmark listed on the National Register of Historic Places and is the oldest, still in use, public cemetery in the state of Virginia.

Admission to the Cemetery is free, open daily from dawn to dusk, and with the use of plaques, signage, and brochures encourages self-guided visits. More than 20,000 people are buried in the cemetery's 26 acres—most before 1925—including political, religious, social, and cultural leaders, the city's indigent and "strangers," veterans of every major American war and conflict, and 2,200 Confederate soldiers from 14 states. Three quarters of burials are of African or Native American descent, both free and enslaved. More than one-third are infants and young children.

Three small museums provide audio messages, including the Pest House Medical Museum which recreates 19th-century medical practices and a Civil War quarantine hospital; the Hearse House and Caretakers' Museum which features a late 1800s horse-drawn hearse, a Thornhill wagon, and

early grounds keeping and burial tools; and the Station House Museum, a reconstructed 1898 C&O railway station, which features WWI memorabilia and furnishings. A fourth museum of Victorian-era mourning customs can be visited inside the Cemetery Center, open daily from 11:00 a.m. - 3:00 p.m. and by appointment (closed Sundays during winter). The Center also includes a small gift shop and public restrooms. Many areas of the cemetery and museums are handicapped accessible.

Programs, events, and exhibits are offered to the public throughout the year. There are individualized guided tours with costumed interpreters available to children and adults by appointment for a small fee. Please call the Old City Cemetery at (434) 847-1465 and/or visit the website at www.gravegarden.org.

CITY CODE

The City Code is the compilation of the ordinances that govern the City of Lynchburg and its residents. A true and accurate copy (signed by the Clerk of Council) of each section of the Code can be obtained through the Office of the City Clerk by calling (434) 455-3982. For interpretation of the Lynchburg City Code please contact the City Attorney's Office at (434) 455-3980. The Code can also be viewed online at www.lyncburgva.gov.

CITY SOURCE

“The City Source” is a citizen newsletter published by the City of Lynchburg six times a year in the *News and Advance*, *Piedmont Area Journal*, and the *Lynchburg Ledger*. “The City Source” is also available on the City’s website at www.lynchburgva.gov.

Articles of interest to citizens are included, as well as helpful information regarding City services. Occasionally a special edition of the City Source is published informing citizens of a major service change or other important information. For more information regarding “The City Source,” call Communications and Marketing at (434) 455-3800.

COMMISSIONER OF THE REVENUE

The Commissioner of the Revenue is a locally elected Constitutional officer and is responsible for administering various local taxes. The office is located on the first floor of City Hall at 900 Church Street and offers the following tax forms:

- Amusement Tax Return
- Business License Questionnaire
- Business License Questionnaire Instructions
- Business Personal Property Return
- Lodging Tax Return

- Meals Tax Return
- Real Estate Tax Relief Application
- Virginia State Income Tax Forms
(also available online by visiting www.tax.virginia.gov)

If you have questions regarding the use of these forms, please contact:

COMMISSIONER OF THE REVENUE’S OFFICE

City of Lynchburg
P.O. Box 858
Lynchburg, VA 24505

Telephone(434) 455-3870

COMMUNITY MARKET

The Lynchburg Community Market is located in the heart of downtown Lynchburg at Twelfth and Main Streets. The hours of operation are Monday - Saturday, 7:00 a.m. - 2:00 p.m.

Come experience one of the nation’s oldest community markets in operation since 1783, as the place to go for farm-fresh produce, quality meats, and delectable baked goods. Dine at a variety of the Market’s eateries and enjoy the flavors of southern-style cooking to ethnic cuisine. Enjoy visiting more than 40 skilled crafters and artisans, ranging from handcrafted jewelry, paintings, and floral arrangements to a large variety of Virginia-made products.

For more information on how to be a vendor at the Community Market,

call (434) 455-4485 or visit the City's website at www.lynchburgva.gov.

FACILITY RENTALS

ARMORY

The Armory, located at 1200 Church Street, has more than 18,000 square feet of open floor space. Amenities include a prep kitchen, bleachers, scoreboard, four loading areas, basketball and volleyball courts, and tables and chairs. The Armory is available for rental year round, pending availability. To determine if the facility is suitable for your event and inquire about availability, call the Special Event Coordinator at (434) 455-5871.

COMMUNITY MARKET PLAZA

The Community Market Plaza, located on the outside grounds of the Market, can be rented for special events. Electrical hook-ups can accommodate two stages and one smaller stage. The fountain area has a mini-amphitheater which seats 200-300 people within the staging area. The Community Market is handicapped accessible, and parking is available in the adjoining lot and on the street. To determine if the Market Plaza is suitable for your event and inquire about availability, call the Special Event Coordinator at (434) 455-5871.

EVENT BANNERS

Event banners can be displayed at two locations in the city: near the Community Market at the intersection of Twelfth and Main Streets and Fifth

Street at the Martin Luther King Bridge. To obtain a banner permit, call the Special Event Coordinator at (434) 455-5871.

COMPOSTING

Composting is the decomposition of plant remains and other once-living materials to make an earthy, dark, crumbly substance that is excellent for adding to houseplants or enriching garden soil. It is the way to recycle your yard and kitchen wastes, and is a critical step in reducing the volume of garbage needlessly sent to landfills for disposal. It is easy to learn how to compost. Contact the Virginia Cooperative Extension Service at (434) 847-1585.

Adopt-A-Flower Bed



Help **beautify** Lynchburg's landscape and community by adopting one or more of the available **flower beds** today!

The Adopt-A-Flower program is available to local citizens and businesses for a one year sponsorship period. A portion or an entire flower bed may be adopted. All flower beds include summer annuals and spring tulip bulbs. A sponsorship name sign is installed for those who adopt an entire flower bed. Call the City Horticulturist for information and an adoption application at **(434) 455-4410**.

Donations are tax-deductible.



Public Works Department

Buildings & Grounds Division

COUNCIL MEETINGS

REGULAR MEETINGS

City Council has two regular meetings each month: the second Tuesday at 7:30 p.m. and the fourth Tuesday at 5:00 p.m. These meetings are held in the City Council Chamber, First Floor, City Hall, 900 Church Street. City Council meetings are broadcast live on Lynchburg Cable Channel 7.

WORK SESSIONS

City Council has one regular work session each month on the fourth Tuesday usually at 1:00 p.m. The work session is normally held in the Second Floor Training Room, City Hall. The work session is open to the public, but is not broadcast. Council normally meets only once per month during the months of July, August, and December.

PUBLIC PARTICIPATION AT COUNCIL MEETINGS

The public is invited to attend all scheduled regular meetings and/or work sessions with the exception of meetings noted to be closed sessions.

There is an outlined agenda that Council and the public follow while a meeting is in session. The outlined agenda helps ensure the integrity and overall successfulness of the meeting and includes:

- **Council hears public discussion**

on new business items.

- **Consent Agenda:** Includes routine items. All items may be approved by one vote.
- **Public Hearings:** Includes all public hearings as required by law, or as Council may direct.
 - A. Zoning Petitions:** Each side is permitted a maximum of 15 minutes of testimony and an additional three (3) minutes for rebuttal.
 - B. All Other Public Hearings:** A person may speak for three (3) minutes; if a group has a spokesperson, the spokesperson may speak for five (5) minutes.
- **General Business:** Person(s) may speak to items of “new business” as follows: individuals for up to three (3) minutes; a group spokesperson for up to five (5) minutes. A representative of a civic or governmental organization, of a Council appointed board or commission, or of a similar organization who is making a report or presentation to City Council may have up to ten (10) minutes to make such report or presentation.

After public discussion is complete on an item, City Council will go into business session and public participation will be ended. No public comment will be heard on previously discussed and/or considered topics by City Council.

Once Council has heard a presentation from a citizen or organization on a particular subject, the citizen or organization may not make another

presentation on the same subject within six (6) months of the first presentation, except by a majority vote of the members of Council present and voting. City Council may make exceptions to these rules at its discretion. Prior to a meeting, any questions which citizens may have regarding any item on the agenda may be addressed to City Council or the City administration. The following numbers are provided for the convenience of the citizens:

City Council(434) 455-3995
 Mayor(434) 455-3995
 City Manager(434) 455-3990

• Additional Considerations:

1. Citizens often express conflicting and diverse positions regarding specific issues under consideration. To encourage citizen participation and to avoid intimidation to persons who may express sometimes unpopular opinions, applause, cheers, or jeers from the audience are not permitted.
2. When appearing before City Council citizens may not engage in personal attacks on others, engage in disruptive behavior, use profanity or vulgar language, promote private business ventures, or campaign for public office.
3. In connection with making a presentation to City Council, a reasonable charge may be made for copying and other activities related to responding to long and involved inquiries.

COURTS

(Also refer online at www.courts.state.va.us)

U.S. DISTRICT COURT (FEDERAL COURTHOUSE)

1101 Court Street
 Lynchburg, VA 24504

Clerk's Office(434) 847-5722
 Hours: 8:30 a.m. - 5:00 p.m.

Bankruptcy Court . . .(434) 845-0317
 Hours: 8:00 a.m. - 4:30 p.m.

CIRCUIT COURT

900 Court Street
 Lynchburg, VA 24504

Clerk's Office(434) 455-2620
 Hours: 8:15 a.m. - 4:45 p.m.

Services include: Adoptions, business tax ID's, child support, deeds, divorces, eviction procedures, jury duty questionnaires, marriage licenses (refer to Marriage License), name changes, notary licenses, probating a will, Uniform Commercial Code (UCC), statement filing, bonding, paying jurors, lawsuits \$15,000 and higher.

GENERAL DISTRICT COURT

905 Court Street
 Lynchburg, VA 24504
(located in the Public Safety Building)

Criminal & Traffic
 Division(434) 455-2630
 Hours: 8:00 a.m. - 4:00 p.m.

Services include: Traffic matters, traffic fines, misdemeanor criminal matters, preliminary hearings on felony offences, civil matters for amounts up

to \$15,000 (suits for money owed, to regain property, repossess rental property).

Civil Division(434) 455-2640
Hours: 8:00 a.m. - 4:00 p.m.

Services include: Rent problems and eviction assistance, small claims, garnishments.

JUVENILE & DOMESTIC
RELATIONS COURT

901 Church Street
Lynchburg, VA 24504
(located in the Monument Terrace Building)

Telephone(434) 455-2670
Hours: 8:00 a.m. - 4:00 p.m.

Services include: All cases for juveniles, domestic disputes, custody, visitation, child support, paternity, emancipation, spousal support, protective orders. Probation offices are located on the Second Floor.

NOTE: Any complaint regarding a juvenile should be directed to the Court Service Unit on the second floor, call (434) 455-2660.

CRIME STOPPERS

(Refer to Police - Programs)

CRISIS LINES

CRISIS LINE OF
CENTRAL VIRGINIA

24-hour hotline assistance.
Telephone(434) 947-4357

CHATTERLINE - KIDS

Just for kids. Talk about a problem or get homework help. Call Monday -

Friday from 3:00 p.m. to 6:00 p.m.
Telephone(434) 947-KIDS (5437)

SEXUAL ASSAULT RESPONSE
PROGRAM

24-hour hotline assistance.
Telephone . . .(434) 947- RAPE (7273)

SUICIDE LINE

24-hour hotline assistance.
Telephone(434) 947-HELP (4357)

TEEN TALK

24-hour hotline assistance.
Telephone(434) 947-RAPP (7277)

TELECARE - SENIORS

Wellness and reassurance calls are available for seniors and anyone shut-in or needing daily support.

Telephone(434) 947-5921

YWCA DOMESTIC VIOLENCE
PREVENTION CENTER

24-hour emergency shelter.
Telephone(434) 528-1041

CSO PROGRAM

COMBINED SEWER OVERFLOW
(CSO) PROGRAM

Older parts of the City’s sewer system are known as a combined sewer, which must handle the combination of wastewater and stormwater in one single pipe. Combined Sewer Overflow occurs during heavy rainfall when so

much stormwater enters the sewer that it overloads the system and causes it to back up and overflow at dozens of places around town.

State and federal environmental mandates require localities to eliminate sewer overflows, and to do this, the City's CSO solution is the largest capital improvement project the City has ever undertaken. The work, which affects more than 170 miles of underground pipe, will take years to complete and cost millions of dollars. Much of the funding will come from sewer usage fees, with the rest drawn from a variety of state and federal grants and loans.

After years of study, the City devised a three-part plan to fix the problem of combined sewer overflow.

1. **SEPARATION** of the combined sewer into a two-pipe system, with one pipe for stormwater and another pipe for wastewater.
2. **REPLACEMENT** of the large "interceptor" pipes, which are the main arteries of the sewer system. This network of pipes carries sewage down to the regional wastewater treatment plant in the lower basin.
3. **DISCONNECTION** of gutter downspouts and other "rainleaders" from the sewer system, which keeps millions of gallons of stormwater from entering the sewers.

For more information, call the CSO Information Center at (434) 847-RAIN (847-7246). The CSO Information

Center personnel are available Monday through Friday, 8:30 a.m. - 5:00 p.m. E-Mail the CSO Information Center at info@csoinfocenter.com.

CUSTOMER SERVICE

(Refer to Citizens First)

DEAD ANIMALS

The City collects and disposes of dead animals that are on City streets and right-of-ways. Residents are asked to call Citizens First at (434) 856-CITY (2489) to report the street location of the dead animal.

DMV

The local Department of Motor Vehicles (DMV) office is located at 3236 Odd Fellows Road and can be reached toll free by calling (866) 368-5463 or (800) 435-5137.

NOTE: The best times to visit DMV are in the middle of the month, middle of the week, and mid-morning or mid-afternoon.

Many DMV transactions are now available online. To conduct any of the following transactions, visit:

www.dmv.virginia.gov

•Address Change

•Administrative Hearing Request

Request an administrative hearing at no cost if you were issued an order of suspension due to an insurance verification request.

•Compliance Summary Request

Use this free feature to find out how to reinstate your Virginia driving and/or vehicle registration privileges.

- **Disabled Parking Placard Renewal**
- **Driver’s License Renewal**
- **Driver’s License Replacement**
- **Hauling Permits**
- **ID Card Replacement**
- **Insurance Verification**
If you’ve received a letter from DMV requesting information about your vehicle liability insurance policy, provide the information online at no cost!
- **Original Electronic Title Print**
- **Organ Donor Status Change**
- **PIN Administration**
- **Plate Purchase**
- **Prospective Purchaser Inquiry Purchasing a vehicle?**
Check DMV’s records first.
- **Record At-A-Glance**
- **Record Request**
- **Registration Card Replacement**
- **Report a Vehicle Sold or Traded**
- **Souvenir Plate Orders**
- **Title Replacement**
- **Trip Permit Purchase**
If you are a Virginia resident, you may purchase a 3-day permit to operate an unregistered vehicle from a point of origin to a point of destination.

- **Vehicle Overweight Citation Payment**
- **Vehicle Registration Renewal**
- **What Have I Done Online?**
Get copies of receipts for past online transactions at no cost.

DOG LICENSE

Dogs four months and older are required to have a dog license. To purchase a dog license the owner must provide a current rabies vaccination certificate from a veterinarian. Dog licenses expire each year on December 31. There is a reduced fee for a dog license when the dog has been spayed or neutered. Licenses can be purchased at Billings and Collections teller windows or by mail. For more information call (434) 455-3850.

TYPE OF DOG	FEE
Fertile Male or Female*\$10.00
Neutered Male or Spayed Female*\$ 5.00
Duplicate License*\$ 1.00
Dangerous Dog\$150.00 <i>(must have Registration Certificate completed and signed by Animal Warden and a current dog license)**</i>
Wolf Hybrid Canine\$50.00 <i>(must have Registration Certificate completed and signed by Animal Warden and a current dog license)**</i>
Pet Shop Permit or Dealer in Companion Animals	...\$50.00

(application must be filled out and signed by Animal Warden)**

*For additional information call (434) 455-3850

**For additional information call (434) 455-6058

NOTE: All fees shown are correct as of printing and are subject to change.

ECONOMIC DEVELOPMENT

The Office of Economic Development offers a variety of services for businesses looking to start up, relocate, or expand operations. Economic Development works with both Region 2000 and the State of Virginia to ensure that clients are offered every advantage when doing business in Lynchburg.

The City of Lynchburg is home to over 4,000 diverse businesses including health care, financial services, technology, communications, manufacturing, mail order, banking, and insurance. Contact the Office of Economic Development at (434) 455-4490 or visit the website at www.lyncburgva.gov.

LYNCBURG INDUSTRIAL DEVELOPMENT AUTHORITY

The Lynchburg Industrial Development Authority (LIDA) was created as a political subdivision of the Commonwealth of Virginia by Lynchburg City Council in 1967. The LIDA is governed by seven directors appointed by Council. It is authorized to acquire, own, lease, and dispose of



LYNCBURG INDUSTRIAL DEVELOPMENT AUTHORITY

A Dynamic Vision of Lynchburg

Office of Economic Development (OED)
and Lynchburg Industrial Development Authority (LIDA)

- Advocates for growth within our local economy, working to ensure job opportunities continue to rise in number.
- Recruiters of business, industry, technology, and retail from outside of our area to all that Lynchburg has to offer.
- Proponents of new venues for economic growth, working to retain and expand existing business and industry.



ENTERPRISE ZONE • TECHNOLOGY ZONE • INCENTIVES • INFRASTRUCTURE • BUILDINGS • LAND

OED

The growth of possibility. The business of opportunity. The future of Lynchburg.

LIDA

A Participating Member of Region 2000

828 Main Street, 10th Floor
434 455 4490
866 630 0810
www.lyncburgva.gov

properties to the extent that such activities may promote industry and develop trade by inducing enterprises to locate and remain in Virginia. In addition, the LIDA is authorized to issue revenue bonds for the purpose of obtaining and constructing facilities.

The LIDA employs, on a part-time basis, the services of an attorney and an accountant. The Office of Economic Development serves as staff to the LIDA. For more information, contact the Office of Economic Development at (434) 455-4490 or visit the website www.lynchburgva.gov.

ELECTED OFFICIALS

STATE

VIRGINIA HOUSE OF DELEGATES 2006

23rd District

DELEGATE SHANNON R. VALENTINE
Democrat

CAPITOL OFFICE

General Assembly Building
P.O. Box 406
Richmond, VA 23218

Legislative Assistant*Jacquie Glanz*
Telephone(804) 698-1023
Fax(804) 786-6310
Constituent Viewpoint (800) 889-0229
E-Mail . .delsvalentine@house.state.va.us

DISTRICT OFFICE

1022 Commerce Street, Suite 3B
Lynchburg, VA 24504

Secretary During Session . .*Frances Phillips*
Telephone(434) 455-1208
E-Mail . .delsvalentine@house.state.va.us
Website<http://legis.state.va.us>

SENATOR STEPHEN D. NEWMAN
Republican

CAPITOL OFFICE

Senate of Virginia
P.O. Box 396
Richmond, VA 23218

Legislative Assistant*Phyllis Floyd*
Telephone(804) 698-7523
Fax(804) 698-7651
Constituent Hotline . .(800) 889-0229
E-Maildistrict23@sov.state.va.us

DISTRICT OFFICE

P.O. Box 480
Forest, VA 24551

Legislative Assistant*Patti Dempsey*
Telephone(434) 385-1065
Fax(434) 522-2452
Website<http://legis.state.va.us>

FEDERAL

PRESIDENT & VICE PRESIDENT

PRESIDENT GEORGE W. BUSH
VICE PRESIDENT RICHARD B. CHENEY
Republican

The White House
1600 Pennsylvania Avenue, NW
Washington, DC 20500

Comments(202) 456-1111
Switchboard(202) 456-1414
TTY/TDD(202) 456-6213
Visitors Office(202) 456-2121
Websitewww.whitehouse.gov

UNITES STATES SENATE

SENATOR JAMES WEBB

Democratic

WASHINGTON OFFICE

United States Senate
Senate Russell Building, C1
Washington, DC 20510

Telephone(202) 224-4024
Fax(202) 228-6363

ROANOKE DISTRICT OFFICE

3140 Chaparral Drive
Building C, Suite 101
Roanoke, VA 24018

Telephone(540) 772-4236
Fax(540) 772-6870
Website ... <http://webb.senate.gov>

SENATOR JOHN WARNER

Republican

WASHINGTON OFFICE

United States Senate
225 Russell Senate Office Building
Washington, DC 20510

Telephone(202) 224-2023
Fax(202) 224-6295

ROANOKE DISTRICT OFFICE

1003 First Union Bank Building
213 South Jefferson Street
Roanoke, VA 24011

Telephone(540) 857-2676
Fax(540) 857-2800
Website ... <http://warner.senate.gov>

UNITED STATES CONGRESS

CONGRESSMAN BOB GOODLATTE

Republican

WASHINGTON OFFICE

United States Congress
2240 Rayburn House Office Building
Washington, DC 20515

Telephone(202) 225-5431
Fax(202) 225-9681

LYNCHBURG OFFICE

916 Main Street, Suite 300
Lynchburg, VA 24504

Telephone(434) 845-8306
Fax(434) 845-8245
Website . www.house.gov/goodlatte

ELECTRIC COMPANY

Contact American Electric Power (AEP) directly for information and/or requests regarding electric service. Call (800) 956-4237 or (877) 237-2886 or visit AEP online at www.aep.com.

EMERGENCY COMMUNICATIONS

In an emergency, **DIAL 9-1-1** for immediate access to police, fire, or medical services, 24 hours a day, seven days a week. Lynchburg employs an Enhanced 9-1-1 system. When you make a call to 9-1-1, dispatchers immediately see the name, address, and callback number of the person making the call. If the call comes in from a pay phone, it will show the address where the phone is located. If a call is received from a cellular phone, 9-1-1 dispatchers can determine the

location of the last tower from which the cell phone transmitted. If a call is received from a cellular phone manufactured within the last two years, dispatchers will be able to locate the caller using GPS technology if that phone is so equipped. **For non-emergency calls, please dial (434) 847-1602 or (434) 847-1603.**

EMERGENCY MANAGEMENT

The Office of Emergency Management coordinates a comprehensive program of emergency management for the City of Lynchburg. The Emergency Coordinator works with business, corporate leaders, and City departments in developing emergency plans that coincide with state and federal plans, conducts training programs and exercises, and identifies resources for use during emergencies and disasters. The Emergency Coordinator also works with other City personnel in the preparation of homeland security grant applications on behalf of the City of Lynchburg. In the event of a serious emergency or disaster the Emergency Coordinator serves as a liaison with state and federal officials.

OFFICE OF EMERGENCY MANAGEMENT

Fire & EMS Administration
800 Madison Street
Lynchburg, VA 24504

Telephone(434) 455-6347

EMERGENCY PLANNING

Being prepared is as easy as three simple steps: putting together an emergency supply kit (see list following), developing a family communications plan, and learning about what types of emergencies can happen in your area. Visit the websites below to learn how to make sure your family is ready for emergencies before they happen.

ARE YOU READY NOW? VIRGINIA HURRICANE PREPAREDNESS
www.vaemergency.com

If a hurricane is approaching Virginia, would you be ready to evacuate or ride out the storm at home? This site will help you learn what to do whether you live inland or on the coast.

VIRGINIA TERRORISM PREPAREDNESS TOOLKIT
www.vaemergency.com/threats/terrorism/toolkit/threatlevels.cfm

Knowledge is the key to being prepared. On this website, read about different types of threats, how you can be ready, and what actions the Commonwealth of Virginia is taking to protect you and your family.

FLOOD & FLASH FLOOD SAFETY
www.vaemergency.com/threats/flood/basics.cfm

Hurricanes, thunderstorms, winter weather—all of these weather conditions can lead to dangerous flooding. Information provided on this website will help you know what to do if you are faced with rising waters.

EMERGENCY SUPPLY KITwww.ready.gov**Recommended supplies to include in a basic Emergency Supply Kit:**

- **Water** (one gallon of water per person per day, for drinking and sanitation)
- **Food** (at least a three-day supply of non-perishable food)
- **Battery-powered Radio** (with extra replacement batteries)
- **Flashlight** (with extra replacement batteries)
- **First Aid Kit**
- **Whistle** (to signal for help)
- **Dust Mask or Cotton T-shirt** (to help filter the air)
- **Moist Towelettes** (for sanitation)
- **Wrench or Pliers** (to turn off utilities)
- **Can Opener** (for canned food)
- **Plastic Sheeting and Duct Tape** (shelter-in-place)
- **Infant Formula and Diapers** (if you have an infant)
- **Garbage Bags and Plastic Ties** (for personal sanitation)

Additional items to consider for your Emergency Supply Kit:

- Prescription medications and glasses.
- Pet food and extra water for your pet.
- Important family documents such as copies of insurance policies, identification, and bank account records in a waterproof, portable container.
- Cash or traveler's checks and change.

- Emergency reference material such as a first aid book or information from www.ready.gov.
- Sleeping bag or warm blanket for each person. Consider additional bedding if the weather is cold.
- Complete change of clothing including a long sleeved shirt, long pants, and sturdy shoes; coats/sweaters, warm socks if the weather is cold.
- Household chlorine bleach and medicine dropper. (Dilute nine parts water to one part bleach, bleach can be used as a disinfectant. Or in an emergency, you can use it to treat water by using 16 drops of regular household liquid bleach per gallon of water. Do not use scented, color safe, or bleaches with added cleaners.)
- Fire extinguisher.



What We Do

StarTek helps companies care for their customers better, and keep them longer

At StarTek we provide business process optimization services that lower operational costs, improve quality, and add value to some of the worlds largest organizations.

 **StarTek**
Business Process Outsourcing

For more information please visit
www.StarTek.com or call 434-316-1200

- Matches in a waterproof container.
- Feminine supplies and personal hygiene items.
- Mess kits, paper cups, plates, and plastic utensils, paper towels.
- Paper and pencil.
- Books, games, puzzles, or other activities for children.

EMERGENCY PHONE NUMBERS

POLICE DEPARTMENT

Telephone9-1-1

FIRE & EMERGENCY MEDICAL SERVICES

Telephone9-1-1

MISCELLANEOUS NUMBERS

2-1-1 VIRGINIA

Telephone2-1-1
Referrals to health and social services.

AMERICAN RED CROSS

Telephone(434) 845-1234

BLUE RIDGE REGIONAL JAIL AUTHORITY

Telephone(434) 847-1300
Inmate information, locator and notification.

CRIMINAL INJURIES COMPENSATION FUND

Telephone(800) 552-4007
Websitewww.vwc.state.va.us

INTERFAITH OUTREACH ASSOC.

Telephone(434) 846-6098

MAGISTRATES' OFFICE

Telephone(434) 847-1329

SALVATION ARMY

Telephone(434) 846-3182

SHERIFF'S OFFICE

Telephone(434) 847-1301

SOCIAL SERVICES

Telephone(434) 455-5850
Food stamps, general relief, state and local hospitalization.

UNITED WAY INFORMATION & REFERRAL CENTER

Telephone(434) 845-8016

VICTIM NOTIFICATION OF OFFENDER STATUS (VINE)

Telephone(800) 467-4943

VICTIM & WITNESS OFFICE

Telephone(434) 847-1343

VIRGINIA LAWYER REFERRAL SERVICE

Telephone(800) 552-7977
Websitewww.vsb.org/vlrs.html

EMPLOYMENT

HUMAN RESOURCES

The City of Lynchburg employs over 1200 people in over 350 positions throughout the City. The widely diverse workforce performs various functions ranging from that of city manager to summer recreation counselors. Employees find working for the City of Lynchburg both challenging and

rewarding. Depending upon the position, employees may enjoy benefits including health, life and disability insurance, sick and vacation pay, attractive retirement benefits, and more.

The City's Human Resources Department coordinates all employment-related matters for the City. All job applicants go through the Human Resources Department as part of the employment process. In addition, the department coordinates employee benefits, retirements, performs screening, assist with interviews, and other matters for potential employees. Human Resources is also responsible for many on-the-job training programs.

24-HOUR JOB RECORDING LINE

The City maintains a 24-hour job recording line. The recording is updated weekly and includes current City government employment opportunities. Contact the 24-hour job recording line at **(434) 455-4210**.

HOW TO APPLY

Qualified applicants are encouraged to apply online at www.lyncburgva.gov or submit a City of Lynchburg application form and resume via mail, fax, e-mail or in person. Applications may be picked up in person from the lobby of City Hall, 900 Church Street; Human Resources, 3rd Floor, City Hall; or printed from the City's website. Employment application forms are only

accepted for positions that are currently advertised. In the event an applicant is interested in more than one position, an application must be submitted for each position. Resumes will not be accepted without a completed City of Lynchburg application.

As an Equal Opportunity Employer, the City of Lynchburg considers applicants for employment based on merit and without regard to race, age, sex, color, religion, national origin, political affiliation, disability, or any non-job related factor. Individuals with disabilities requiring an accommodation to participate in application or testing processes must request the accommodation within a reasonable time period before the process.

MAILING ADDRESS

City of Lynchburg
Human Resources Department
900 Church Street
Lynchburg, VA 24504

IN PERSON

City Hall
Human Resources Department
900 Church Street, Third Floor
Lynchburg, VA 24504

FAX NUMBER

(434) 845-4304

E-MAIL ADDRESS

human.resources@lynchburgva.gov

ENVIRONMENTAL HEALTH

The Office of Environmental Health is part of the Lynchburg Health Department and provides the following health related services:

- Rabies prevention.
- Food establishment inspections and permits.
- Protection, monitoring and permitting of drinking water supplies.
- Disease outbreak investigation.
- Regulation, monitoring and permitting of sewage handling and sewage disposal.
- Tourist establishment inspections and permits.
- Public swimming pool inspections.
- Inspection of residential group homes, nursing homes, and child day-care centers.
- Complaint investigation.
- Lead exposure investigations.

LYNCHBURG CITY OFFICE OF ENVIRONMENTAL HEALTH

1900 Thomson Drive
Lynchburg, VA 24505

Telephone (434) 947-6781

ENVIRONMENTAL QUALITY

The South Central Regional Office of the Department of Environmental Quality (DEQ) is located at 7705 Timberlake Road. Call DEQ at (434) 582-5120 or visit www.deq.state.va.us.

The office is responsible for regional air, water, and waste compliance and enforcement; air permits, water, and solid waste permits; aboveground and underground storage tanks and petroleum tanks; water inspections, monitoring, assessments, and water supply planning; agricultural program permits, inspections, and total maximum daily loads; pollution response; Virginia



PIEDMONT COMMUNITY HEALTH PLAN

We're Here for You

Piedmont Community Health Plan is Lynchburg's only locally-owned and managed healthcare plan. We offer the largest network of local doctors and other healthcare providers in our area to local employers. Get the care and services you need, right here at home.

1 (800) 400-7247

www.pchp.net

Water Protection permits and water withdrawal permits; and construction assistance (loans and grants).

EVENT BANNERS

(Refer to Community Market)

FEDERAL INCOME TAX

(Refer to Internal Revenue Service)

FIRE & EMERGENCY MEDICAL SERVICES

Always call 9-1-1 for emergencies. Lynchburg Fire and Emergency Medical Services (EMS), established in 1883, provides fire suppression and prevention services, emergency medical services, hazardous materials handling, and confined space emergency service. The department is staffed with 165 firefighters and emergency medical personnel operating from eight fire stations, including a station at the Lynchburg Regional Airport.

The Department provides primary EMS response for both emergency and non-emergency ambulance transportation within the city via four Advanced Life Support (ALS) ambulances and one non-emergency ambulance. In addition to medical treatment and ambulance transport, the department offers an aggressive medical First Response Program with trained technicians and the necessary medical and

emergency equipment. The department also provides medical standby services for special events such as sporting events and large concerts.

AMBULANCE FEES

The City of Lynchburg provides excellent, professional, around the clock emergency medical services. Should it become necessary to transport a patient by ambulance, the following fees apply:

TYPE OF SUPPORT	FEE
Basic Life Support (Non-Emergency)	\$ 325.00
Basic Life Support (Emergency)	\$ 350.00
Advanced Life Support (Non-Emergency)	\$ 425.00
Advanced Life Support I (Emergency)	\$ 450.00
Advanced Life Support II (Emergency)	\$ 575.00
Basic Life Support Mileage (Per Mile)	\$ 8.00
Advanced Life Support Mileage (Per Mile)	\$ 8.00

NOTE: All fees shown above are correct as of printing and are subject to change. In most cases, Medicare, Medicaid, or private insurance will pay all or a portion of the fee. No one will be refused assistance due to inability to pay.

AMBULANCE TRANSPORT BILLING SERVICES

The Lynchburg Fire and EMS Department utilizes Diversified Ambulance Billing (DAB), Inc., to provide prompt and accurate billing and filing of insurance claims for citizens who use the Lynchburg Fire and EMS Department Ambulance Service. DAB can be reached at (757) 557-0833 or toll-free at (800) 355-1753.

EMS SPECIALIZED TEAMS

BICYCLE EMERGENCY RESPONSE TEAM (BERT)

A specially trained employee group which provides emergency medical services for large events. These individuals also deliver bike safety programs.

TACTICAL PARAMEDIC RESPONSE TEAM

This specially trained team consists of paramedics who work with the local Police Department at critical incidents such as hostage situations, drug raids, high-risk search warrants, barricade situations, and other high-risk activities.

FIRE ADMINISTRATION & STATION LOCATIONS

FIRE ADMINISTRATION

800 Madison Street
Lynchburg, VA 24504
(434) 455-6340

FIRE STATION 1

801 Clay Street
Lynchburg, VA 24504

FIRE STATION 2

2006 Grace Street
Lynchburg, VA 24504

FIRE STATION 3

4701 Fort Avenue
Lynchburg, VA 24502

FIRE STATION 4

410 Birch Street
Lynchburg, VA 24503

FIRE STATION 5

4800 Boonsboro Road
Lynchburg, VA 24503

FIRE STATION 6

2084 Fort Avenue
Lynchburg, VA 24501

FIRE STATION 7

2624 Lakeside Drive
Lynchburg, VA 24502

FIRE STATION 8

213 Old Graves Mill Road
Lynchburg, VA 24502

FIRE & EMS PROGRAMS

OPERATION SMOKE DETECTOR

Operation Smoke Detector is a community service initiative that enables every household in Lynchburg to have a working smoke detector. The program mobilizes hundreds of volunteers to go door-to-door in neighborhoods throughout Lynchburg, distributing fire safety literature, checking smoke detectors, and installing new smoke detectors in homes that do not have one (at no cost to the residents—one smoke detector per household).

RIDE-ALONG

The purpose of this program is to allow interested persons to ride along with Lynchburg Fire and EMS Department personnel during a portion of a 24-hour duty shift. This program is designed to increase awareness of the Lynchburg Fire and EMS Department's emergency services through direct contact with the EMS and fire suppression personnel and their work at the scene of an accident, illness, fire, or other incident. For further information regarding this program and how you can participate contact (434) 455-6343.

FIRE - OPEN BURNING

A permit must be obtained before conducting certain types of burning such as for bonfires or land clearing purposes. Certain other types of open burning are unlawful. Garbage, rubber tires, household refuse, petroleum-based materials, plastics, wiring insulation, demolition materials, or any toxic or hazardous materials are prohibited from open burning.

The open burning of leaves, sticks, yard and garden trimmings is allowed without a permit, provided that the following guidelines are complied with:

- **Burn site** is located where the property owner has given permission for this burning.
- **Accumulation of leaves and trimmings** must be in a pile that does

not exceed eight (8) feet in diameter.

- **Pile to be burned** must be free of any stumps, large limbs, and any of the prohibited materials.
- **Location of the burning** must be at least forty (40) feet from any building or structure and at least ten (10) feet from the adjoining property line and from public right-of-way. The distance to the property line does not apply when the adjoining property owner(s) has given prior written permission for such burning.
- **At least one person sixteen (16) years of age or older** shall supervise and be in close proximity of the burning at all times.
- **One-half inch diameter or larger water hose** with a nozzle shall be connected to a fully charged (i.e., open), operational spigot and shall be in close proximity to the burning.
- **From September 15 through February 15**, a person(s) may conduct open burning of leaves on the property on which they reside.
- **All burning must take place** between the hours of 8:00 a.m. - 8:00 p.m.
- **Burning must not be conducted** when the wind velocity exceeds ten (10) miles per hour or when the Fire Marshal has issued a ban on burning because of very dry conditions or poor air quality.
- **Smoke from the burning** shall not cause a traffic hazard or health problem for any other person.

NOTE: Regulations regarding open burning in Lynchburg are set forth in Chapter 4 of the City Code and Section F-403.0 of the Virginia Statewide Fire Prevention Code.

Citizens are advised to call the Lynchburg Fire Marshal's Office at (434) 455-6375 if they have any questions concerning open burning or related fire safety matters.

FISHING

PEDLAR RESERVOIR

Pedlar Reservoir is located in Amherst County, owned and maintained by the City of Lynchburg. Anyone may purchase a permit to fish in the reservoir. A total of eight permits can be sold per day. The permit must be purchased in City Hall, 900 Church Street, at the Billings and Collections teller windows. Anyone age six and older is required to have a permit to fish at Pedlar Reservoir. Boat and/or a motor rental is also available.

Permits must be purchased up to one day prior to the day of fishing, no more than 30 days in advance. A maximum of one Saturday or Sunday permit and two other weekday permits may be purchased per calendar month per person. For more information call (434) 455-3850.

FOOD BANK

The Blue Ridge Area Food Bank Network (BRAFBN) is a 501(c) 3 non-profit Virginia corporation. Established in 1981 to help feed hungry people in our community, the Food Bank has distributed over 86 million pounds of food throughout the service area. The

service area includes nine cities and 25 counties, with four area branches. These branches include the Lynchburg Area Branch in Lynchburg; Shenandoah Valley Branch in Verona; Lord Fairfax Area Branch in Winchester; and the Thomas Jefferson Area Branch in Charlottesville.

BRAFBN is one of over 200 regional member food banks and food rescue programs of America's Second Harvest, the Nation's Food Bank Network and largest charitable hunger-relief organization. The Lynchburg branch is located at 2029 Fort Avenue. To contact the local food bank, call the Lynchburg Area Food Bank at (434) 845-4099 or visit the website at www.secondharvest.org.

**For most of us,
hunger ends at 6:30 p.m.**



For others it may not.

As you clean your dinner plate, remember that some plates will stay empty tonight. Please: make a "deposit" of food or funds in the Lynchburg Area Food Bank.

**LYNCHBURG BRANCH OF THE
BLUE RIDGE AREA FOOD BANK**
2029 FORT AVE., LYNCHBURG • 434.845.4099

Ad sponsored by www.BlairMarketing.com

FOSTER CARE

(Refer to Social Services - Programs)

FUEL ASSISTANCE

EMERGENCY FUEL AID FOR ELDERLY & OTHER QUALIFIED INDIVIDUALS

Several fuel assistance programs operate in the Lynchburg area. These programs assist citizens with special needs and/or hardships through fuel emergencies by providing either payments or sometimes equipment for home heating purposes.

For more information contact one or all of these agencies:

INTERFAITH OUTREACH ASSOCIATION

701 Clay Street
Lynchburg, VA 24504

Telephone(434) 846-6098

LYN-CAG

(Lynchburg Community Action Group)
926 Commerce Street
Lynchburg, VA 24504

Telephone(434) 846-2778

SOCIAL SERVICES

99 Ninth Street
Lynchburg, VA 24504

Telephone(434) 455-5850

GIS MAPPING

The City Assessor's Office, located at 900 Church Street in City Hall, maintains the digital mapping of all property boundaries within the City of Lynchburg in the City's Geographic Information System (GIS). The GIS or WebMap, is available online for the public to use for research of property information, including property addresses and owners, assessed values, sales information, and much more. The Assessor's office edits the boundary information within ten (10) business days of its recording, keeping the information as current as possible for accurate assessments and research.

The City's GIS system allows users to spatially see information on a map. This is particularly useful in the assessment professions, because with this system, sales data for specific areas can be visually analyzed, allowing assessors to see trends occurring in the city. The system also allows the office to ensure equalization of assessments by visually indicating "outliers" that don't fit an established pattern. For example, staff can spatially color code land values for a neighborhood to determine where land values may dramatically vary and then visually see what reasons there may be for that variance, such as lot size, terrain, easements, etc. For more information, call (434) 455-3830 or view the WebMap online at www.lynchburgva.gov.

GLTC

(Refer to Bus Service)

HEALTH DEPARTMENT

The Lynchburg Health Department is headquartered next to Lynchburg General Hospital and provides numerous services to the citizens of Lynchburg.

LYNCHBURG HEALTH DEPARTMENT

1900 Thomson Drive
Lynchburg, VA 24501

Telephone (434) 947-6785
Mon. - Fri., (8:15 a.m. - 5:00 p.m.).

CLINICS & SERVICES

CDC (Child Development Clinic)

By appointment, call (434) 947-2030.
Mon. - Fri., (8:00 a.m. - 5:00 p.m.).

ENVIRONMENTAL HEALTH

Walk-in, no appointment needed.
Mon. - Fri., (8:15 a.m. - 5:00 p.m.).

FAMILY PLANNING

By appointment, call (434) 947-6785.
Wed., (8:30 a.m. - 11:00 a.m.) and (1:00 p.m. - 3:30 p.m.).

IMMUNIZATIONS (Adults 19 years +)

Walk-in, no appointment necessary.
Mon., Thurs. (1:00 p.m. - 3:30 p.m.), Tues., (8:30 a.m. - 11:00 a.m.).

IMMUNIZATIONS (Children)

Walk-in, no appointment necessary.
Mon., Tues., (1:00 p.m. - 3:30 p.m.), Tues., Thurs., Fri. (8:30 a.m. - 11:00 a.m.).

Extended hours every second Thursday, (5:00 p.m. - 7:00 p.m.).

IMMUNIZATIONS (Travel)

By appointment, call (434) 947-6801.
Fri., (8:30 a.m. - 11:00 a.m.).

LATCH (Sick Child Clinic)

Walk-in, no appointment needed.
Mon., Tues., Wed., (1:00 p.m. - 3:30 p.m.), Fri., (8:30 a.m. - 11:00 a.m.).

MATERNITY INTAKE

By appointment, call (434) 947-6785.
Mon., (8:30 a.m. - 11:00 a.m.).

NEWBORN CLINIC

Walk-in, no appointment needed.
Wed., (8:30 a.m. - 11:00 a.m.).

STD CLINIC

(Sexually Transmitted Diseases)

Walk-in, no appointment needed.
Tues., Wed., (8:30 a.m. - 10:00 a.m.), Thurs., (1:00 pm. - 1:30 p.m.).

WIC (Women, Infants, and Children)

By appointment, call (434) 947-6790.
Mon., Tues., Wed., and Fri., (8:30 a.m. - 3:30 p.m.), Thurs., (8:15 a.m. - 7:00 p.m.).

HOLIDAYS

The City government offices are closed during the following holidays:

- New Year's Day
- Martin Luther King, Jr. Day
- President's Day
- Memorial Day
- Independence Day
- Labor Day

- Thanksgiving Day and the day after
- Christmas Eve and Christmas Day

The Waste Management Facility (landfill) is only closed on four holidays:

- New Year's Day
- Independence Day
- Thanksgiving Day
- Christmas Day

NOTE: On these four holidays there is no trash collection or brush and bulk pickups. Should your trash collection fall on one of the above-mentioned holidays your trash will be collected on Wednesday of that same week.

HOSPITALS

LYNCHBURG GENERAL HOSPITAL

1901 Tate Springs Road
Lynchburg, VA 24501

Telephone(434) 947-3000
Patient Information . .(434) 947-3018
Toll Free Care Line . . .(800) 423-5535

Lynchburg General Hospital (LGH) is a 270-bed emergency and critical care center specializing in cardiology, emergency medicine, orthopedics, neurology, and neurosurgery. LGH is nationally recognized for its orthopedic and cardiac programs.

LYNCHBURG GENERAL EMERGENCY DEPARTMENT

1901 Tate Springs Road
Lynchburg, VA 24501

Telephone(434) 947-3027
TDD Number(434) 947-3258

Lynchburg General Emergency Department is a 24-hour emergency

center that serves seriously injured or ill patients, requiring immediate medical care. Urgent Care Plus at Lynchburg General Hospital is available for patients who need medical attention but who do not require critical care.

VIRGINIA BAPTIST HOSPITAL

3300 Rivermont Avenue
Lynchburg, VA 24503

Telephone(434) 947-4000
Patient Information . .(434) 947-4691
Hospice(434) 947-3204

Virginia Baptist Hospital, founded in 1924, is a licensed 317-bed facility serving Central Virginia with quality health care for the whole family. It is the regional hospital for cancer care, women's and children's care, mental health and chemical dependency treatment, outpatient surgery, physical rehabilitation, and home health.

OTHER HEALTH SERVICES

MAMMOGRAPHY CENTERS

20293 Timberlake Road
Lynchburg, VA 24502

1900 Tate Springs Road, Suite 1
Lynchburg, Virginia 24501

To schedule an appointment for a mammogram, call (434) 947-4048 or toll free at (800) 950-4048.

CENTRA LAB

1900 Tate Springs Road, Suite 9
Lynchburg, VA 24501

Telephone(434) 947-7017
Website . . . www.centrahealth.com

Centra Health

again selected as one of the best
Cardiovascular Hospitals in America



Centra Health has always been a leader in cardiac care. Since 1999, our cardiac team has been working to provide the highest level of care to our patients suffering heart attacks. Our efforts were rewarded in 2000 when we first earned the designation as one of the nation's 100 Top Cardiovascular Hospitals.

A report in the *New England Journal of Medicine* concluded that cardiac patients experience the best results when their blocked arteries are opened in 90 minutes or less. Fewer than one third of all hospitals nationally are doing this. At Centra Health, our average time to open a blocked artery is 68 minutes, making us one of the fastest in the nation.

That is why Centra Health has once again been named by Solucient as a 100 Top Cardiovascular Hospital for 2006-2007. This marks the fourth time we have received this award, and we are one of only two hospitals in the state to achieve this honor. Our commitment to our patients continues to drive us to find innovative ways to provide the very best cardiac care - in fact, among the best in the United States.

SOLUCIENT
TOP HOSPITALS
Cardiovascular

Centra Health
Lynchburg General Hospital
Stroobants Heart Center of Virginia

HOUSEHOLD HAZARDOUS WASTE

(Refer to Landfill)

HUMANE SOCIETY

The Lynchburg Humane Society operates under a contract with the City of Lynchburg, providing:

- Shelter for homeless dogs and cats.
- Pet adoption and “re-homing.”
- Spaying and neutering.
- Emergency shelter for pets of people involved in accidents or victims of domestic violence.

The Lynchburg Humane Society is located at 3305 Naval Reserve Road, directly behind the Lynchburg City Stadium. For more information, call (434) 846-1438 or visit the website at www.lyncburghumanesociety.org.

ILLEGAL DUMPING

Report illegal dumping on public or private property to Citizens First at (434) 856-CITY (2489) or visit their website at www.lyncburgva.gov.

An inspection will be made of the private property in question, and if needed, a notice to clean up the property will be sent to the property owner. If the property is not cleaned up within the specified time period, the City will clean up the property and charge the owner for all costs incurred.

INDUSTRIAL DEVELOPMENT AUTHORITY

(Refer to Economic Development)

INSPECTIONS

Inspections is a division of the Department of Community Development. The primary function of this office is to enforce the Virginia Uniform Statewide Building Code. The office is located on the second floor of City Hall, 900 Church Street. For more information, contact Inspections at (434) 455-3910.

NEW CONSTRUCTION

Building Inspections reviews all construction drawings and documents. Once a project has met the criteria of the City’s Planning Department, a plans review request form and a building permit application is completed by the responsible party. The Plans Reviewer then reviews the construction drawings for compliance with the various state and local codes. Once the drawings are stamped approved, the appropriate permit is issued.

Various inspections are required once work has commenced on a permit. New construction inspectors receive inspection sheets when the responsible party calls for the inspection before 4:00 p.m. the day prior to the inspection. New construction

inspectors perform many types of inspections such as, footings, foundations and slabs; rough-in plumbing, electrical, mechanical, and framing and insulation. Inspections are also made on sprinkler systems and commercial range hoods. A final inspection is performed on each structure when the work is complete. After approval of all inspections a certificate of occupancy is issued by the Building Official. For more information, call Building Inspections at (434) 455-3910.

EXISTING STRUCTURES

Property Maintenance Inspectors handle existing structure complaints. After receiving a complaint, an inspector will contact the property owner and schedule a date for an initial inspection. Follow up inspections are done to assure compliance with the International Property Maintenance Code. If the property owner does not make the required repairs, a subpoena is issued and the property owner is taken to court. This process is followed until the property is brought into compliance.

Another means of dealing with non-compliant structures is through the City's Rental Property Inspection Program. These districts include blighted areas that need direct attention. Approximately 3,500 rental properties have been identified in these districts. Notices are sent out to the property owners in these districts requiring that they register their prop-

erty. An inspection is scheduled with the property owner and if the property is in compliance on the initial inspection, a four year certificate of compliance is issued. Inspections will not get involved in the compliant unit for the next four years unless the inspections office receives a complaint. Rental property owners that are cited during the initial inspection will have follow up inspections until the property is in compliance. Property owners who refuse to make the required inspections will also go through the court process.

The Vacant Property Registration program is used to assure that vacant structures are located and registered. The exterior of a vacant structure is required to be in compliance with the International Property Maintenance Code. Inspections are made to assure these structures remain compliant.

INTERNAL REVENUE SERVICE (IRS)

The Internal Revenue Service Office is located in the Federal Courthouse building located at 1101 Court Street. Walk-ins are welcome ONLY during tax season, Monday - Friday, 8:30 a.m. - 4:30 p.m. The office is closed for lunch 1:00 p.m. - 1:45 p.m. For more information call (434) 528-1890 or visit www.irs.gov.

JUVENILE SERVICES

The Department of Juvenile Services serves at-risk youth and their families by providing a range of quality programs and services that emphasize prevention and early intervention, least restrictive alternatives, family preservation, and the importance of families in the decision-making process to the 24th Judicial District of Virginia (includes the cities of Lynchburg and Bedford and the counties of Amherst, Appomattox, Bedford, Campbell, Charlotte and Nelson).

DAY SERVICES

Provides structure and supervision for at-risk youth, teaching pro-social life skills and providing case management services. This also includes evening sanctioned community services, anger management, “drumming” groups, and a Street Law educational program that meets five days a week.

OPPORTUNITY HOUSE

Provides residential and counseling services for male juveniles on shelter care order and residential crisis stabilization or who have been adjudicated and placed by Juvenile and Domestic Relations Court Systems. The average length of stay is between one and six months. The services are offered in partnership with the Presbyterian Home and include individual, group, and family counseling.

In addition, case management, social skill development, and parental education are provided.

OPPORTUNITY HOUSE

c/o Presbyterian Homes & Family Services Campus “Terry Cottage”
150 Linden Avenue
Lynchburg, VA 24503

Telephone(434) 455-4070

Websitewww.lynchburgva.gov

SINGLE POINT OF ENTRY

Provides intensive short-term crisis intervention, shelter care, outreach detention, electronic monitoring, home-based and foster care prevention, and case management services for youth ages 10 to 17 that are in jeopardy of placement outside their homes.

SINGLE POINT OF ENTRY

405 Cabell Street
Lynchburg, VA 24504

Telephone(434) 455-4150

Websitewww.lynchburgva.gov

SPARC HOUSE

Provides residential and counseling services for female juveniles on shelter care order and residential crisis stabilization or who have been adjudicated and placed by Juvenile and Domestic Relations Court Systems. The programs are gender specific and include individual, group, and family counseling with an emphasis on social skills development and community services. These

programs are offered in public/private partnership with the City of Lynchburg and the Presbyterian Home.

SPARC HOUSE

c/o Presbyterian Homes & Family Services Campus “Noble Cottage”
150 Linden Avenue
Lynchburg, VA 24503

Telephone(434) 455-4060
Websitewww.lynchburgva.gov

YOUTH & PREVENTION SERVICES

Youth and Prevention Services provides a rewarding environment for the growth and development of youth. They assume an advocacy role where a lack of programs or services exist; encouraging youth to attend school, to believe in themselves, help others, and become involved within their community.

Overall, the benefits of the Youth and Prevention Services programs, help ensure a decrease in delinquency and involvement with the Juvenile Justice System. The prevention programs include:

PROJECT DOUBLE TEAM (PDT)

An innovative approach to mentoring and fostering positive relationships for youth in Lynchburg. This program pairs high school athletes with elementary school students for mentoring and sports practice.

PDT AFTER SCHOOL PROGRAM

Focuses on teaching young people skills that will help them to be success-

ful in school and in life. The topics that the program focuses on include: anger management, conflict resolution, and leadership skills.

HILLCLIMBER’S PROGRAM

Recognizes students who have achieved excellence while overcoming obstacles life has placed in front of them.

MAYOR’S YOUTH COUNCIL

Serves as a liaison between Lynchburg youth and City leaders. This civic-minded group completes community service projects and sponsors activities for youth in the community.

YOUTH DAY OF CARING

One day event in which youth groups work together to complete community service projects to help improve the quality of life in their community.

YOUTH GOVERNMENT DAY

One day event in which high school youth are given an opportunity to learn more about the jobs which make up City government.

LYNCHBURG REGIONAL JUVENILE DETENTION CENTER

Provides pre-dispositional and post-dispositional secure custody of up to 48 juveniles placed by the Juvenile and Domestic Relations Court. The center offers educational, recreational, medical, supervision, and assessment services along with room, board, and clothing. Post-dispositional alternative services

are available to the court for youth in lieu of commitment to state learning centers.

LYNCHBURG REGIONAL JUVENILE DETENTION CENTER

1400 Florida Avenue
Lynchburg, VA 24501

Telephone (434) 847-1635

Website www.lynchburgva.gov

LANDFILL

The current Waste Management Facility (landfill) was opened in 1991 and has a projected use of 22 years. The landfill is located at 2505 Concord Turnpike and is operated by the City, Monday - Saturday, 7:00 a.m. - 4:00 p.m.

CITY RESIDENT GUIDELINES

APPLIANCES (WHITE GOODS)

The landfill accepts washers, dryers, refrigerators, freezers, microwaves, etc. If you bring them to the landfill, place these items in the designated area. Freon is then removed from air conditioners, freezers, and refrigerators and recycled. Appliances are taken to a local recycler.

HOUSEHOLD HAZARDOUS WASTE

The City of Lynchburg provides quarterly Household Hazardous Waste (HHW) collection events. City residents and Amherst County residents can participate. In addition to the City of Lynchburg Guidelines (listed below),

**We're committed to providing
quality services for all your
waste disposal needs.**

Call 856-CITY (2489) or visit www.lynchburgva.gov
for more information on bulk and brush pickup,
trash collection, and recycling.



Refer to the corresponding information within this handbook.

County residents must obtain a voucher from the Amherst County Solid Waste Department by calling (434) 846-3324.

HOUSEHOLD HAZARDOUS WASTE COLLECTION DAY

Household Hazardous Waste (HHW) collection day is an opportunity for citizens to properly dispose of material which should not be put in the landfill or poured down the drain due to toxicity or potential for pollution of groundwater. This opportunity is available to Lynchburg City and Amherst County residents only.

• Dates and Time:

Second Saturday of April, June, August, and October, (8:00 a.m. - 12:00 p.m.).

• Location:

Waste Management Facility (Landfill)
2505 Concord Turnpike

• Photo Identification:

Proof of residence is required using a photo identification or driver's license.

Bring items in non-returnable containers.

• City Residents:

HHW collection does not count as your one free trip per month to the landfill and there is no fee for this service.

WHAT CAN YOU BRING TO THE HHW COLLECTION DAY?

Acids / Bases	Oxidizers
Aerosols	Oil Based Paint
Auto Starter	Pesticides
Brake Fluids	Photo Chemicals
Batteries	Polishes
Cleaners	Pool Chemicals
Corrosives	Poisons
Drain Openers	Preservatives
Flammables	Solvents
Furniture Stripper	Thinners
Herbicides	Used Motor Oil
Kerosene	Weed Killers
Lighter Fluids	Wood
Oven Cleaners	

WHAT CANNOT BE BROUGHT TO THE HHW COLLECTION DAY?

55 Gallon Drums of Anything!	Kepone
Agent Orange	Latex Paint (water-based)
Ammunition	Liquefied Asbestos
Dioxin	Medical Waste
Explosives	Oil Tanks
Garbage	Pathological Waste
Gas Cylinders	PCB's

NOTE: If you have latex paint to dispose of, it must be dried before placing it in the trash. Liquids are not accepted at the City's Landfill. In order to speed up the drying process of latex paint, pour kitty litter into the leftover paint to absorb the liquid, then place the paint can in your trash for regular pick-up.

INERT MATERIALS

Inert materials (i.e., crushed rock) are accepted at no charge and must be brought in separate loads.

NOTE: Accepted materials include clean dirt, brick, block, concrete (no rebar), must be no larger than one cubic foot in size. Must inform the scalehouse cashier on inbound scale that you have inert materials and load will be inspected by a landfill employee.

LANDFILL HOLIDAYS

The Landfill is closed on New Year's Day, Independence Day, Thanksgiving Day, and Christmas Day.

LOADS GOING TO LANDFILL

- Residents allowed one free trip limited to 250 lbs. per calendar month.

NOTE: Anything over 250 pounds is charged \$2.40 for each hundred pounds.

- Unlimited separated loads of brush.

NOTE: No trash or other items mixed in load.

- Unlimited separated loads of bulky items.

NOTE: Accepted items include: furniture such as sofas, chairs, recliners, beds, mattresses, tables, dressers; white goods such as refrigerators, freezers, air conditioners, hot water heaters, washers, dryers, stoves; other items such as TVs, microwaves, lawn mowers, rolls of carpet, rugs, toilets, and other household appliances.

- Liquids are not accepted at the landfill or in household trash.

RESIDENTIAL TRASH DROP-OFF

Residential waste should be taken to the designated drop-off area. This paved area is located just beyond and to the right of the scalehouse. When residents unload their material, we ask that children remain in the vehicle for their safety.

SCALEHOUSE OPERATION

All vehicles must cross scales to record the weight of materials being brought into the landfill. City residents are allowed one (1) free trip per month up to 250 lbs. in one load.

TIRE RECYCLING

Tires should be dropped off in the designated area for recycling as part of the Central Virginia Regional Tire Program. Tires are to be off the rims. Tires with 15 inch rim size or less are \$2 per tire; 15.5 inch to 22.5 inch rim sizes are \$4 per tire.

Note: Tires with 23 inch rim sizes or larger are not accepted at the landfill.

WOOD WASTE

Wood products such as pallets, branches, limbs, and leaves should be taken to the designated area (in the landfill) to be ground into mulch and chips. The mulch will be used later for highway landscaping and at the landfill for alternative daily cover.

LAND USE TAX DEFERRAL PROGRAM

The City of Lynchburg supports the preservation of real estate devoted to agricultural, horticultural, and forest spaces by allowing eligible and qualified property owners to apply to the City Assessor for tax deferrals.

In order to be considered for the Land Use Deferral Program, a property, or portion thereof, must meet one of the following criteria:

AGRICULTURAL USE

At least five (5) acres of land dedicated to the bona fide production for sale of plants and animals useful to

man under uniform standards prescribed by the Commissioner of Agriculture and Consumer Services; or land devoted to and meeting the requirements and qualifications for payments or other compensation pursuant to a soil conservation program under an agreement with an agency of the federal government.

HORTICULTURAL USE

At least five (5) acres of land devoted to the bona fide production for sale of fruits of all kinds; including nuts and berries; vegetables; nursery and floral products under uniform standards prescribed by the Commissioner of Agriculture and Consumer Services; or land devoted to and meeting the requirements and qualifications for payments or other compensation pursuant to a soil conservation program under an agreement with an agency of the federal government.

FOREST USE

At least twenty (20) acres of land including the standing timber and trees, devoted to tree growth in such quantity and so spaced and maintained as to constitute a forest area under standards prescribed by the State Forester.

In order to determine whether a property meets the criteria for Land Use Deferral, the City Assessor's Office will require annual documentation proving the land is being utilized in accordance with City and State definitions of land use.

For more information on eligibility and Land Use Deferral Program application information, call (434) 455-3830.

LEAD-SAFE LYNCHBURG

Lead-Safe Lynchburg is a grant-funded program established in 1998. The goals of Lead-Safe Lynchburg are to educate the community about lead, make homes built before 1978 lead-safe, and educate residents about the dangers of lead and ways to live lead-safe.

IMPORTANT FACTS ABOUT LEAD-POISONING

- Lead-poisoning is a serious health condition that is 100% preventable.
- Lead is harmful to children under six because their bodies are developing.
- Lead can damage the brain, interfere with growth, and make learning difficult.
- Lead at high levels can even cause death.
- The major sources of lead in your home are chipping, peeling paint, lead dust, and lead found in soil.

IS YOUR CHILD AT RISK?

- Do you live in a home built before 1978?
- Do you have children under six who live in or frequently visit your home?
- Do you have chipping and/or peeling paint in your home?

- If you answered yes to all of these questions, your child may be at risk of becoming lead poisoned.

For more information, contact Lead-Safe Lynchburg at (434) 455-3914 or (434) 846-SAFE (7233).

LEAF COLLECTION

A special bagged leaf collection is conducted in the fall. Residents can either call the Streets Division at (434) 455-4450 or (434) 856-CITY (2489) to schedule a pickup. Once the collection has been scheduled, the bagged leaves should be placed at the curb.

In addition, bagged leaves may be placed at curbside for pick up during regular trash collection anytime during the year. However, each bag must be tagged with a .95 cent trash tag.

Loose leaf collection begins in October and usually concludes in December. No phone call is required. Leaf piles should be placed curbside, not in the street. Leaf piles should be free of sticks and rocks. Leaf collection crews will vacuum leaves as promptly as possible.

LEASH LAW

The **City Code** prohibits any animal owner or person in control of an animal to permit the animal to run at large. All animals, when not on the

premises of the owner or of the person in control, must be on a leash or contained in a carrier device or under immediate physical or voice control.

LEGAL AID

The Virginia Legal Aid Society (VLAS) is a nonprofit law firm established in 1977 to provide free civil legal services to eligible low-income residents in twenty counties and seven cities in Central, Southside, and Western Tidewater Virginia. VLAS serves the entire community by providing free information, advice, and representation in such areas as housing, healthcare, economic self-sufficiency, education, public benefits, consumer purchases, and family relations.

VIRGINIA LEGAL AID SOCIETY

513 Church Street
Lynchburg, VA 24504

Telephone(434) 528-4722

Toll Free(866) LeglAid
(866) 534-5243

Websitewww.vlas.org

LIBRARY

The Lynchburg Public Library is comprised of the main library located at 2315 Memorial Avenue and the downtown branch, located on the ground level of City Hall at 900 Church Street. The downtown branch also has a law library open to the public. The

City's library collection contains over 140,000 materials, along with books on cassette, CD, and MP3.

In addition, the Library has a number of videos and DVD's available. For more information, call the Main Branch at (434) 455-6300 or the Downtown Branch at (434) 455-3820, or visit the website at www.lynchburgva.gov.

LIBRARY CARD

Library cards are free for residents of the City of Lynchburg and the County of Amherst. Residents in other localities interested in obtaining a library card for the Lynchburg Public Library can apply and pay a fee of \$7 for three months or \$25 for a year. To apply for a card, visit either the main or branch Library, complete an application, and present a valid drivers license or photo ID. Library cards are renewed each year. Contact (434) 455-6300 or visit the Library on their website to download a library card application at www.lynchburgva.gov.

LIBRARY SERVICES

- Access to Find It Virginia (*online database of magazines and newspapers*)
- Children's books in Spanish
- Fax service (*Main Branch Only*)
- Free computer classes
- Genealogy and local history resources
- Interlibrary Loan Service
- Internet access, Microsoft Office software

- Microfilm readers (*with local newspapers dating back to early 1800's*)
- Outreach services to nursing homes
- Proctor service
- Public law library
- Public meeting rooms
- Quiet Room (*located in the main branch*)
- Reference and information services
- Remote access to the online library catalog
- Wireless Internet service

READING PROGRAMS

STORYTIME

Available from fall through spring for newborns through age five. Please call for age groups, dates, and times.

BOOK AN ADVENTURE

Summer reading program available for children of all ages beginning in late June and running through early August.

MONTHLY BOOK CLUB

Adult monthly book discussion club.

PAWS TO READ

Program offered in June that provides children (with reading needs) an opportunity to read with a trained therapy dog.

CRAFT WORKSHOPS

Craft workshops for children.

TAX ASSISTANCE

Free tax assistance provided by the AARP, February through mid-April.

GEORGE M. JONES MEMORIAL LIBRARY

Located on the second floor of the main branch of the Lynchburg Public Library, the Jones Memorial Library is an independent and privately endowed library; specializing in non-circulating reference materials on local history and genealogy. Visit the Jones Memorial Library website at www.jmlibrary.org or call (434) 846-0501.

MARTIN LUTHER KING, JR. CENTER

Established in 1991 as a memorial to Dr. Martin Luther King, Jr., the Martin Luther King Center, located in the Quiet Room of the main library, has hosted a variety of displays that focus on concerns in the community, world events, and past community involvement.

LITTER CONTROL

The City of Lynchburg sponsors/supports several programs that seek to prevent and/or clean up litter. Programs include: Adopt-A-Street, Citizens for a Clean Lynchburg, Inc., and the Code Enforcement Task Force. In addition, the City encourages citizens to assist in city-wide cleanups through the March On Litter event held each spring as well as individual neighborhood cleanups. The Waste Management division provides bags and safety vests for individuals and groups

who are interested in helping Lynchburg stay clean and beautiful.

For more information contact Citizens First at (434) 856-CITY (2489) or visit the website at www.lynchburgva.gov.

CITIZENS FOR A CLEAN LYNCHBURG, INC.

Citizens for a Clean Lynchburg, Inc. (CCL) is a ten-person board comprised of area representatives from business, municipal, civic groups, and citizens at large. CCL's mission concerns itself with solid waste management issues with the purpose of educating the community and instilling in the citizens a sense of individual responsibility and pride that can result in a cleaner, safer, and more beautiful Lynchburg. CCL is a non-profit, nonpartisan, and educational organization as described by Section 501(c)3 of the Internal Revenue Code. Projects of CCL include the City Walkers, Adopt-A-Street, March on Litter, and a variety of educational programs provided to the local schools. To learn how you can become involved with CCL, call (434) 528-2366 or visit the www.cleanlynchburg.com.

MARCH ON LITTER

Each year, Citizens for a Clean Lynchburg, Inc. and the City co-sponsor this event on a Saturday in March. The event is usually scheduled from 9:00 a.m. - 12:00 p.m. Volunteers meet at the Community Market on Main Street to receive a cleanup location assignment,

Citizens for a Clean Lynchburg, Inc.

Get involved with the community and help keep Lynchburg clean!

- March On Litter
- City Walkers
- Neighborhood Clean-Up
- Environmental Education

Public meetings are held the first Tuesday of every month (except January, July, and August) in the second floor training room at City Hall, 12:30 p.m., located at 900 Church Street

Citizens for a Clean Lynchburg, Inc.
P.O. Box 1072
Lynchburg, VA 24505

(434) 528-2366

www.cleanlynchburg.com



safety vests, gloves, and bags. Refreshments are provided.

For more information call Citizens First at (434) 856-CITY (2489) or visit the website at www.lynchburgva.gov.

LYNCH'S LANDING

Lynch's Landing is a non-profit volunteer organization dedicated to the development and revitalization of Lynchburg's Historic Downtown and Riverfront. Since 2001, Lynch's Landing volunteers have contributed over 45,000 hours of service to projects for the redevelopment of downtown. Volunteers contribute their time at one of the 25 events held annually downtown, or by serving on one of the

Lynch's Landing committees.

Lynch's Landing also manages Lynchburg's Virginia Main Street program which has helped to revitalize the economic vitality of Lynchburg's downtown. The results have been remarkable—new businesses are opening, and investors are putting their money into once vacant buildings; tourists are visiting new shops and restaurants, and residents are enjoying renewed community pride. Hundreds of jobs have been created and millions of dollars have been invested in Lynchburg's Historic Downtown. In 2006, Lynch's Landing and the City of Lynchburg received the prestigious Great American Main Street Award® for successful efforts in revitalizing the historic downtown commercial district.

For more information about Lynch's Landing contact (434) 528-3950 or go to www.downtownlynchburg.com.

MAGISTRATE

The principal function of the magistrate is to provide an independent, unbiased review of complaints brought to the office by police officers, sheriffs, deputies, and citizens. Magistrates are not police officers nor are they in any way connected with law enforcement.

Instead, magistrates are issuing officers who serve as a buffer between law enforcement and society. Most magistrates are not lawyers; however, they are specially trained to perform such duties as issuing search warrants, sub-

poenas, arrest warrants, summonses, issues emergency custody orders, emergency protective orders, temporary detention orders, setting bail, and answers as many legal questions as possible. The magistrate also issues civil warrants and directs people to the proper court.

MAGISTRATES' OFFICE

524 Ninth Street
Lynchburg, VA 24504

Telephone(434) 847-1329

MAPS

The City of Lynchburg provides a number of maps, many of which can be viewed online at www.lyncburgva.gov, select "Residents," then Map Gallery. Some of these maps can be purchased at City Hall for a small fee.

- 2004 Annual Daily Traffic Counts
- Census Tracts
- City Streets
- Future Land Use Map
- GIS Planimetric and Topography Maps
- Historic Districts
- Neighborhoods
- Refuse Collection Routes
- Snow Removal
- Wards & Precincts
- Zoning

For more information, call the City's Map room at (434) 455-3952.

MARRIAGE LICENSE

Marriage Licenses are issued by the Clerk of the Circuit Court, located at 900 Court Street. Office hours are from 8:15 a.m. - 4:45 p.m., Monday - Friday. Both parties must appear before the Clerk to obtain a license. A license may be obtained at any Circuit Court Clerk's Office in the State of Virginia, as there are no residency requirements. This license is valid for marriages that take place in Virginia.

REQUIREMENTS

Both parties must be 18 years of age or older. If either party is at least 16 years of age and under the age of 18, consent to the marriage must be given in person by the father, mother, or guardian having legal custody of the minor. Contact the Clerk's Office for instructions for a marriage of a minor under 16. Blood tests are not required.

TIME LIMITATIONS

- No waiting period from date of issuance to marriage.
- No waiting period from date of divorce to remarriage.
- Marriage must take place within 60 days of issuance of license; otherwise it will expire.
- Person authorized to celebrate rites of marriage must return both copies of marriage license to the Circuit Court Clerk's Office within five days.
- The marriage license must be returned to the Clerk's Office if not used or if the license expires.

FEES

- \$30.00 cash or local check.
- \$2.50 for each certified copy of marriage license.

NOTE: All fees shown above are correct as of printing and are subject to change.

CERTIFIED COPY OF MARRIAGE LICENSE

Certified copies of marriage licenses may be obtained in person or by mail from the Clerk's Office that issued the license. Please send requests by mail to:

CIRCUIT COURT CLERK'S OFFICE

P.O. Box 4
Lynchburg, VA 24505

NOTE: Marriages are not performed by the Clerk's Office. The clergy, minister, or other person authorized to perform the marriage must be authorized by a Circuit Court in Virginia in order to perform the marriage. The Circuit Court has a list of individuals authorized by the Court to perform civil ceremonies.

MOWING

The City's right-of-ways (ROW's) are maintained using tractors equipped with rotary mowers. On average, each ROW is cut three times per growing season. Every effort is made to complete the final cut as late as possible in the fall so that the ROW looks neat and clean for the winter.

Requests for service regarding City ROW maintenance can be made with Citizens First by calling (434) 856-CITY (2489) or make the request online at www.lynchburgva.gov by

clicking on the Citizens First link.

Once a request is received, the Urban Forester will inspect the area and schedule any necessary work.

MUSEUMS

OLD COURT HOUSE MUSEUM

The Old Court House Museum, located at the top of Monument Terrace, was built in 1855 and is one of the most visible landmarks in Lynchburg. This Greek revival treasure is seated high above the James River with a vista leading down Monument Terrace to the site of Lynch's Ferry, started here in 1757. Inside its walls you will find treasures such as rare early photographs, fine furnishings, and historic costumes. Lynchburg has a fascinating history that involves Native American tribes, Quaker settlers, and the reign of King Tobacco. The Museum also provides an opportunity to learn about the Civil War, canals, railroads, and the birth of the new South among many other topics.

OLD COURT HOUSE MUSEUM

901 Court Street
Lynchburg, VA 24504

Telephone (434) 455-6226
Website
www.lynchburgmuseum.org

POINT OF HONOR MUSEUM

The legends say that Point of Honor was named for duels fought for honor

near this Virginia historic landmark at 112 Cabell Street. Built in 1815 for Dr. George Cabell, Sr., Point of Honor has been carefully restored. Enjoy the views of the James River from its windows while admiring the period antiques and the “Monuments of Paris” mural wallpaper. Visit the Gift Shop in the Bertha Green Webster Carriage House and see an authentically restored plantation kitchen. Also tour the beautifully recreated landscape sponsored by the Garden Club of Virginia. Get to know the City of Lynchburg’s past and present with a visit to the Lynchburg Museum System.

POINT OF HONOR MUSEUM

112 Cabell Street
Lynchburg, VA 24504

Telephone(434) 455-6226
Websitewww.pointofhonor.org

OTHER MUSEUMS

AMAZEMENT SQUARE

27 Ninth Street
Lynchburg, VA 24504

Telephone(434) 845-1888
Websitewww.amazementsquare.org

Amazement Square (the Rightmire Children’s Museum) is Central Virginia’s first multidisciplinary, hands-on children’s museum. The Museum has four floors of exciting, interactive exhibits, activities, programs, special events, and more. Visitors of all ages, backgrounds, and abilities can explore global and regional topics, the arts and

humanities, science and health-related themes, as well as expand their creativity. The Museum is wheelchair accessible and makes every effort to accommodate visitors with special needs.

HISTORIC SANDUSKY

757 Sandusky Drive
Lynchburg, VA 24502

Telephone(434) 832-0162
Websitewww.historicsandusky.org

Built in 1808 by Richmond merchant Charles Johnston, Sandusky is one of the finest examples of Federal style architecture in Virginia’s Piedmont region. During the Civil War it was owned by Major George C. Hutter, a retired army officer, whose three sons served as officers in the Confederate Army.

During the June 17-18, 1864, Battle of Lynchburg Sandusky was seized by General David Hunter and used as Union Army headquarters. Two future presidents, Rutherford B. Hayes and William McKinley were on Hunter’s staff at the time. Union signal officers climbed onto the roof of the house to use it as a signal station and to observe the battle’s progress.

LEGACY MUSEUM OF AFRICAN AMERICAN HISTORY

403 Monroe Street
Lynchburg, VA 24504

Telephone(434) 845-3455
Websitewww.legacymuseum.org

The mission of the Legacy Museum of African American History is to col-

lect, preserve, and store historical artifacts, documents, and memorabilia relating to significant contributions of the African American community in Lynchburg and its environs.

In addition, the Museum offers exhibitions and programs on all aspects of local African American history and culture from the first arrival of Africans in Lynchburg until the present day. Areas of interest include:

- Arts
- Black Church
- Business and Employment
- Civil Rights Struggle
- Civic and Social Organizations
- Communications
- Education
- Entertainment and Sports
- Family
- Medicine and Health
- Political Life
- Professions

MAIER MUSEUM OF ART

Randolph-Macon Woman's College
2500 Rivermont Avenue
Lynchburg, VA 24503

Telephone (434) 947-8136

Website

www.maiermuseum.rmwc.edu

Randolph-Macon Woman's College's nationally recognized Maier Museum of Art features works by outstanding American artists of the 19th and 20th centuries. The College has been collecting American art since

1920 and now holds a collection of several thousand paintings, prints, drawings, and photographs in the Maier's permanent collection.

The Museum hosts an active schedule of special exhibitions and education programs throughout the year. Through the Museum's programs, internships, museum studies practicum, and class visits, the Maier Museum of Art provides valuable learning opportunities for R-MWC students and the community at large.

PEST HOUSE MUSEUM

(Refer to City Cemetery)

NATURAL GAS SERVICE

(Refer to Utilities - Natural Gas Service)

NEIGHBORHOOD WATCH

Neighborhood Watch (NHW) is a group of citizens organized to monitor neighborhood activity and to proactively address problems and issues that affect their particular neighborhood.

The Police Department does not initiate these groups but assists them in getting started and supports them. NHW groups usually meet once a month. Currently, the City of Lynchburg has 35 active NHW groups. For more information call the Crime Prevention Unit at (434) 455-6145.

NURSING HOMES

The Lynchburg community has a number of nursing homes and assisted living centers. Their addresses and phone numbers are listed below.

AVANTE AT LYNCHBURG

2081 Langhorne Road
Lynchburg, VA 24501
(434) 846-8437

BETHANY HOME INTENSIVE CARE FACILITY

3009 Roundelay Road
Lynchburg, VA 24502
(434) 239-1032

THE CARRINGTON

2406 Atherholt Road
Lynchburg, VA 24501
(434) 846-3200

FAIRMONT CROSSING

173 Brockman Park Drive
Amherst, VA 24521
(434) 946-2850

FOREST HILLS GROUP HOME

3018 Forest Hills Circle
Lynchburg, VA 24501
(434) 386-4449

GRACE LODGE

1503 Grace Street
Lynchburg, VA 24504
(434) 528-0969

GUGGENHEIMER NURSING HOME

1902 Grace Street
Lynchburg, VA 24504
(434) 947-5100

HERITAGE GREEN

200 Lillian Lane
Lynchburg, VA 24502
(434) 385-5102

MEDICAL CARE CENTER

2200 Landover Place
Lynchburg, VA 24501
(434) 846-4626

THE OAKS OF LYNCHBURG

2249 Murrell Road
Lynchburg, VA 24501
(434) 846-6611



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ODD FELLOWS HOME OF VA

600 Elmwood Avenue
Lynchburg, VA 24503
(434) 845-1261

**RUNK & PRATT RESIDENTIAL
ADULT CARE**

20212 Leesville Road
Lynchburg, VA 24502
(434) 237-7809

SLAGLE HOME INC.

3209 Memorial Avenue
Lynchburg, VA 24501
(434) 845-1636

**SUMMIT HEALTH &
REHABILITATION CENTER**

1300 Enterprise Drive
Lynchburg, VA 24501
(434) 845-6045

**VALLEY VIEW RETIREMENT
COMMUNITY**

1213 Long Meadows Drive
Lynchburg, VA 24502
(434) 237-3009

WILLIAMS HOME INC.

1201 Langhorne Road
Lynchburg, VA 24503
(434) 384-8282

MISCELLANEOUS AGENCIES**CENTRAL VIRGINIA AREA
AGENCY ON AGING**

3024 Forest Hills Circle
Lynchburg, VA 24501
(434) 384-5835

PARKING PERMITS

(Refer to Permits - Parking Permits)

PARKS & RECREATION

The City of Lynchburg has 18 parks that encompass almost 900 acres of land. City parks range in size from ¼ acre to over 250 acres and include athletic fields and courts, playgrounds, walking, biking and hiking trails, picnic shelters, and other recreational facilities. In addition, the parks offer an opportunity to explore the varied terrain and habitats of Lynchburg, including access to the James River at the James River Canoe Ramp, Riverfront Park, and the Percival's Island Natural Area. They also include extensive walking trails along Blackwater Creek and mountain bike and hiking trails in Peaks View Park.

For more information about the recreational parks and trails in Lynchburg, please visit the City's website at www.lynchburgva.gov.

BIGGERS PARK (0.5 acres)

501 Fifth Street
Lynchburg, VA 24504

**BLACKWATER CREEK ATHLETIC
AREA (19.5 acres)**

515 Monticello Avenue
Lynchburg, VA 24501

**BLACKWATER CREEK NATURAL
AREA (297.0 acres)**

515 Monticello Avenue
Lynchburg, VA 24501

COLLEGE PARK (5.0 acres)

275 College Drive
Lynchburg, VA 24501

FORT AVENUE PARK (0.5 acres)

4780 Fort Avenue
Lynchburg, VA 24501

HERITAGE PARK (59.0 acres)

531 Leesville Road
Lynchburg, VA 24502

HOLLINS MILL PARK (3.0 acres)

2299 Hollins Mill Road
Lynchburg, VA 24503

JEFFERSON PARK (23.0 acres)

405 North York Street
Lynchburg, VA 24501

MILLER PARK (37.0 acres)

2100 Park Avenue
Lynchburg, VA 24501

PEAKS VIEW PARK (250.0 acres)

170 Ivy Creek Drive
Lynchburg, VA 24502

**PERCIVAL'S ISLAND NATURAL
AREA (56.0 acres)**

1600 Concord Turnpike
Lynchburg, VA 24504

PERRYMONT PARK (16.0 acres)

411 Perrymont Avenue
Lynchburg, VA 24502

**RIVERFRONT FESTIVAL PARK
(2.0 acres)**

1000 Jefferson Street
Lynchburg, VA 24504

RIVERSIDE PARK (47.0 acres)

2270 Rivermont Avenue
Lynchburg, VA 24503

SANDUSKY PARK (17.0 acres)

5805 Rhonda Road
Lynchburg, VA 24502

WESTOVER PARK (0.25 acres)

3117 Westover Street
Lynchburg, VA 24501

YOUNGER PARK (5.0 acres)

2338 Light Street
Lynchburg, VA 24501

JAMES RIVER CANOE RAMP

20 Adams Street
Lynchburg, VA 24504

PARK POLICIES

- No trespassing after posted park hours.
- Alcoholic beverages and/or other controlled substances are prohibited.
- Pets must be restrained on a leash at all times.
- The amplification of music, speeches or any other sound audible beyond 50 feet is prohibited except upon written permission from the Director of Parks and Recreation.
- Motorized vehicles are prohibited except in parking areas and designated roadways.
- No one shall leave a motor vehicle in the City parks after posted hours of operation.
- No littering or glass containers allowed.
- The collection, destruction and/or removal of plants, animals, minerals or historical/cultural items are strictly forbidden.
- No camping or open fires permitted except in areas designated for such use.

PICNIC SHELTER USE

The City of Lynchburg has nine picnic shelters located in five parks. Shelters are available on a first-come, first-serve basis except when reserved in advance. Shelters may be reserved April 1-October 31 up to a year in advance. Reservations are good all day from 9:00 a.m. until dark. Peak use of picnic shelters occurs during spring and summer and especially on weekends and holidays.

PICNIC SHELTERS

BLACKWATER CREEK ATHLETIC AREA

515 Monticello Avenue

One Large Shelter

JEFFERSON PARK

315 Chambers Street

One Large Shelter (ADA accessible)

MILLER PARK

2100 Park Avenue

One Large Shelter (ADA accessible and electricity available for fee) and One Small Shelter

PEAKS VIEW PARK

170 Ivy Creek Drive

One Large Shelter and One Small Shelter

RIVERSIDE PARK

2270 Rivermont Avenue

Two Small Shelters (ADA accessible) and One Gazebo with steps (electricity available for fee and nearby water source)

To reserve a shelter you must submit a Facility Use Permit application (with accompanying fees). A copy of the Facility Use Permit may be obtained at

the Miller Center located at 301 Grove Street or can be found on the the City's website at www.lynchburgva.gov.

All permit applications must be received by Parks and Recreation no later than three business days in advance of the requested date of the reservation. Reservations cannot be completed by telephone and resident and non-resident fees apply to all rentals. Reservation requests for activities that exceed shelter capacity and/or impact the use of the park by other park visitors may require additional applications, insurance, and fees. For more information, call (434) 455-5889.

ACTIVITIES & PROGRAMS

AQUATICS

The Parks and Recreation aquatics program provides swim lessons for children and adults, as well as first aid, CPR, and life guarding classes at Miller Park Pool. The pool is the largest aquatic facility in Lynchburg and includes diving boards, water slide, showering mushrooms, snack bar, and a kiddie area for toddlers. The pool is also available for group rentals.

MILLER PARK POOL

The Miller Park Pool is an outdoor facility and is open for seasonal hours; please check the Parks and Recreation webpage at www.lynchburgva.gov or call (434) 455-5858 to receive the seasonal schedule and rates.

Make your MEMORIES LAST a lifetime.

I know the importance of making sure your home is safe from fire or theft. Keep your precious memories and home safe. In the kitchen install a fire extinguisher and turn skillet or hot handles toward center of stove. Keep towels/napkins away from the stove. Keep track of your household contents. Inventory your home's contents. Include serial number and photographs. Place list in a secured place. For more tips, see me, your State Farm Agent.

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7/05



Ray Barnett, Agent

6200 Fort Avenue

Lynchburg, VA 24502

Bus: 434-239-2694

ray.barnett.cthr@statefarm.com

Office Hours

Monday - Friday 9:00am to 5:00pm

Other times by appointment

Discover LYNCHBURG in Every Direction



The Lynchburg Regional Convention and Visitors Bureau promotes Lynchburg and the Region through:

- Hub-N-Spoke Tours
- Hosting travel writers
- Targeting tour group markets
- Local, regional, and national advertising
- Interactive informational website
- Brochure distribution
- Attendance at industry trade shows
- Tourist and relocation packets
- Discover Lynchburg video
- Gift shop merchandise
- Lodging reservations assistance
- Customized tour packages
- Hospitality Training
- "See America Week" events
- Lynchburg Visitor Information Center

Lynchburg Visitor Information Center
216 Twelfth Street, Lynchburg, VA 24504
TEL: (434) 847-1811

E-MAIL: tourism@lynchburgchamber.org
www.discoverlynchburg.org



Change your *mood*

Change your *mind*

Change your *energy*

Parks & Recreation!

- Sports Leagues
- Fitness Programs
- Art Classes
- Parks and Trails
- After School Programs
- Nature Adventures
- Active Adults

301 Grove Street • Lynchburg, VA 24501
www.lyncburgva.gov/parksandrec

(434) 455-5858



Got Fruits & Veggies?

COMMUNITY MARKET



Since 1783

We're the best thing growing!

**Experience the Lynchburg
Community Market
at its best!**

*Offering a wide variety
of farm fresh produce,
quality handmade crafts,
and ethnic cuisine.*

**Located in Historic
Downtown Lynchburg**

1219 Main Street
Lynchburg, VA 24504

(434) 455-4485

OPEN ALL YEAR LONG
Mon. - Sat. 7:00 a.m. - 2:00 p.m.

SHOPPING L

- | | |
|--|---|
| <input checked="" type="checkbox"/> Apples | <input type="checkbox"/> Corn |
| <input type="checkbox"/> Grapes | <input type="checkbox"/> Celery |
| <input type="checkbox"/> Peaches | <input checked="" type="checkbox"/> Carrots |
| <input type="checkbox"/> Strawberries | <input type="checkbox"/> Peppers |
| <input checked="" type="checkbox"/> Tomatoes | <input type="checkbox"/> Potatoes |
| <input type="checkbox"/> Onions | <input type="checkbox"/> Green Beans |
| <input checked="" type="checkbox"/> Spinach | <input type="checkbox"/> _____ |
| <input checked="" type="checkbox"/> Beets | <input type="checkbox"/> _____ |

MILLER PARK POOL RENTAL

The Miller Park Pool is available for rentals during the summer months when the pool is closed to the general public. Call (434) 455-5884 to check out the availability and rates or visit the website at www.lynchburgva.gov.

POOL PARTIES

Have the coolest child's birthday party in town! The Pool Party Package provides entrance to the pool for up to 15 people, a separate party area, and birthday cake. Pool parties can be held Monday - Friday, 4:00 p.m. - 6:00 p.m. or for a two-hour time block during operating hours on weekends. A deluxe package is also available and includes a hotdog, chips, and a drink for each guest. Reservations must be made one week in advance. For more information and availability, please contact the Aquatics Office at (434) 455-5884.

ARTS ACTIVITIES

Parks and Recreation offers all kinds of arts activities for youth and adults, the majority of which are offered at the Miller Center located at 301 Grove Street. Art classes include painting, drawing, ceramics, stained glass, and cartooning. Other classes include a wide variety of dance classes, photography, knitting, lettering, and computer classes. Many other specialty classes and workshops are held throughout the year. In addition, the Follystick Theater offers young people a chance to participate in a theater production, whether as performers or as backstage crew. For more information,

please visit the Parks and Recreation webpage at www.lynchburgva.gov or call the Arts staff at (434) 455-5866.

ATHLETICS

Athletics provides youth and adult athletic activities for the citizens of Lynchburg. In addition to several City programs, Parks and Recreation partners with other community athletic groups to provide access to fields, support tournament play, and assist in registration and coordination of teams. For more information, please visit the Parks and Recreation webpage at www.lynchburgva.gov or call the Athletics staff at (434) 455-5858.

CHALLENGED SPORTS EXCHANGE

The City manages the Challenged Sports Exchange, a regional athletic recreation program for people with special needs. For more information, please call (434) 455-5880 or visit the Parks and Recreation webpage at www.lynchburgva.gov.

NATURALIST & ADVENTURE

The Naturalist and Adventure program offers classes, trips, workshops, and activities that explore the wonderful world all around us. Led by experienced naturalists, programs are designed to be fun, hands-on, informative, and challenging. Programs are offered for children, adults, families and homeschoolers throughout the year, including a summer camp for children. The Naturalist and Adventure Program also offers volunteer training sessions for the Adopt-A-Trail program,

Teen Naturalist program, and the Parent-Child Volunteer program. In addition, staff provides programs about the natural world to school and community groups throughout the City. For more information, please call the Naturalist Office at (434) 455-5878.

THE NATURE ZONE

The Nature Zone is located on the train level of the Kemper Street Station at 825 Kemper Street and is open (by appointment only) Monday - Friday, 8:30 a.m. - 5:00 p.m.

NOTE: The Nature Zone is open Saturdays, 10:00 a.m. - 4:00 p.m. for the months of May - September. Please call ahead for the Saturday hours during the months of October - April.

The Nature Zone is a hands-on experience for everyone, from toddlers to teens, so bring the whole family with you. They have live animals (snakes, toads, flying squirrels, turtles, an iguana, an opossum, a hedgehog, and a cockatiel) for you to visit. They also have a large collection of animal skulls and bones, snake skins, animal pelts, stuffed animals, insect collection, and lots of books and pamphlets with information about the natural world. Staff members are on hand to answer questions and introduce you to the facility. They allow some of the animals to be held for you to get up-close and personal with different sorts of creatures. Children ages 15 and under should be accompanied by an adult. For more information, call the Nature Zone at (434) 455-5828 or visit the Parks and Recreation webpage at www.lynchburgva.gov.

SENIOR ADULTS

Parks and Recreation offers a wide variety of classes, trips, dances, luncheons, and special events for senior adults (ages 55 plus) in the Lynchburg area. These programs are designed to serve the many interests of senior adults. The complete listing of programs can be found within the seasonal insert in the *News and Advance* or online at www.lynchburgva.gov. The Senior Adult Programs are held at the following locations:

COLLEGE HILL NEIGHBORHOOD CENTER

809 Jackson Street
Lynchburg, VA 24504

FAIRVIEW HEIGHTS NEIGHBORHOOD CENTER

3621 Campbell Avenue
Lynchburg, VA 24501

JEFFERSON HOUSE APARTMENTS

1818 Langhorne Square
Lynchburg, VA 24501

MEADOWBROOK APARTMENTS

1201 Long Meadows Drive
Lynchburg, VA 24502

MILLER CENTER

301 Grove Street
Lynchburg, VA 24501

TEMPLETON SENIOR CENTER

225 Wiggington Road
Lynchburg, VA 24501

Transportation is provided for selected programs to seniors who are

city residents. Please call (434) 455-4000 for more informations about the programs and to find out if the program you have registered for includes transportation. The Senior Adult Adminisitrative offices are located on the first floor of the Miller Center at 301 Grove Street.

YOUTH & NEIGHBORHOOD SERVICES

Parks and Recreation has a number of youth and neighborhood services for Lynchburg youth, ages 6 - 17.

AFTER-SCHOOL PROGRAM

Parks and Recreation provides free After-School programs at the neighborhood centers for youth, ages 6 - 17. The programs include homework assistance, tutoring, recreation, and snacks.

SUMMER CAMP

The Summer Camp is a drop-in program open to Lynchburg youth, ages 6 - 12. The Summer Camp programs are offered at six different neighborhood centers, consisting of two four-week sessions that operate from Monday - Friday, 10:00 a.m. - 4:30 p.m. A summer camp for teens, ages 13 -17 is also available. The Summer Camps offer participants activities such as, swimming, bowling, afternoon movies, traveling, sports, naturalist and crafts programs, and field trips to local points of interest.

There is a modest fee for each four-week summer camp session. Scholarships are available to City of Lynchburg residents who have a financial need.

A scholarship application can be picked up at the Miller Center, 301 Grove Street or can be downloaded from the Parks and Recreation webpage at www.lynchburgva.gov. For more information, please call (434) 455-5864.

REGISTRATION PROCESS

Registration for the After-School and Summer Camp programs is required for participation. A parent or legal guardian must complete and sign a registration and liability release form, in addition to signing a rules and guidelines form. Forms are available at each neighborhood center or on the Parks and Recreation webpage at www.lynchburgva.gov. For more information, call (434) 455-5858.

CANCELLATION INFORMATION

Call (434) 455-5860 for recorded information available 24-hours a day from touch-tone phones concerning Parks and Recreation cancellations:

ACTIVITY & PROGRAM	EXT.
Athletics	Ext. 1
Art Program	Ext. 2
Neighborhood Centers	Ext. 3
Naturalist & Adventure	Ext. 4
Senior Adult	Ext. 5
Parks	Ext. 6

REGISTRATION INFORMATION

To register for any of the Parks and Recreation classes, trips, workshops, or activities, please look for the seasonal

newspaper insert in the *News and Advance*. The insert contains the complete recreation class listings, including registration forms, deadlines, schedules and fees. The newspaper insert is also available via the the Parks and Recreation webpage at www.lynchburgva.gov.

PAYMENT OPTIONS

Payment(s) for many of the utility services, fees, and taxes are handled by the Billings and Collections Division, located on the First Floor of City Hall at 900 Church Street. All transactions may be paid in person at one of the Collections windows.

TYPES OF TRANSACTIONS

- Dog Licenses
- Fishing Permits for Pedler Reservoir
- Parking Tickets
- Personal Property Tax
- Real Estate Tax
- Trash Cart Decals and Tags
- Water/Sewer Bills
- Water/Sewer Connection Fees

The following methods of payment are accepted at the Collections windows: cash, check, money order, and Discover Card. Master Card and Visa are accepted for paying personal property and real estate taxes, water and sewer bill payments, and parking tickets.

NOTE: A convenience fee is charged when using credit cards.

ONLINE PAYMENTS

Online payments are available at www.lynchburgva.gov. Current real estate tax, personal property tax, parking tickets, and water/sewer bills may be paid online through the City's website using Visa or Master Card.

NOTE: A convenience fee is charged when using credit cards.

PAY BY TELEPHONE

AUTOMATED SERVICE

(800) 2PAY-TAX

(800) 272-9829

Real estate tax and personal property tax may be paid by telephone using Visa, Master Card, American Express, and Discover Cards. Also, water/sewer bills may be paid by telephone using Visa or Master Card.

NOTE: A convenience fee is charged when using credit cards.

DIRECT CALL TO BILLINGS & COLLECTIONS

(434) 455-3850

Real estate tax, personal property tax, parking tickets, and water/sewer bills may be paid by phone when calling Billings and Collections and if using Master Card, Visa or Discover.

PAY BY MAIL

Make checks payable to the City of Lynchburg and mail payments to one or more of the appropriate addresses listed on the following page.

REAL ESTATE

City of Lynchburg - Real Estate
P.O. Box 8000
Lynchburg, VA 24505

PERSONAL PROPERTY

City of Lynchburg - Personal Property
P.O. Box 9000
Lynchburg, VA 24505

WATER & SEWER

City of Lynchburg - Utility Billing
P.O. Box 6860
Lynchburg, VA 24505

ALL OTHER PAYMENTS

City of Lynchburg
P.O. Box 603
Lynchburg, VA 24505

PAY BY BANK DRAFT

Water/sewer bills can be paid via a bank draft. Call (434) 455-3840 or visit the Billings and Collections office to request a bank draft form. Complete the form and return it with a voided check to Billings and Collections by mail or in person. After the draft request has been processed, your checking account will be debited each month for the amount owed on the water/sewer bill due date.

PERMITS**BUILDING PERMITS**

Building Permits may be obtained from the Inspections Division located in City Hall, Second Floor, 900 Church

**The #1
Small Business
Friendly Bank
in America is right
down the street.**

**Proud to be named the nation's
#1 Small Business Friendly Bank.**

We were honored when the U.S. Small Business Administration recently ranked BB&T the number one lender to small business. But we've never needed an award to motivate us — after all, we have the goals of our clients to do that. With over 250 relationship managers dedicated to helping companies like yours, small business has always been a big deal to us. Stop by your local BB&T branch today to learn more about how we can help yours prosper. Visit us at 2120 Langhorne Road, Lynchburg, VA 24501 or call 847-3897.

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BB&T

You can tell us how you want your business.

Street. Anyone obtaining a building permit must complete a permit application, provide the location of the property, and the name of the property owner. If necessary, a plot plan showing the lot size and the location of all existing structures should be submitted to the Zoning Division for approval. In addition, if a contractor will be performing the work, the contractor must present appropriate City and state licenses. A homeowner desiring to repair or add to his/her own home can do so after providing all appropriate information concerning the proposed work and after receiving plan approval from the Inspections Division. Call (434) 455-3910 or visit the website at www.lynchburgva.gov.

PARKING PERMITS

HANDICAP PARKING SPACE

Handicapped individuals who possess a valid DMV handicap placard can apply for a handicap parking space in front of their residence through the Department of Community Development - Traffic Engineering. For more information, call (434) 455-3950.

PERMIT PARKING DECAL

Residents who live on a street designated for permit parking can apply for a permit parking decal through the Billings and Collections Division. The annual decal costs \$3.00. For more information, call (434) 455-3850.

NOTE: Streets may be designated for permit parking due to its proximity to a college or university, church, or other entity that causes parking difficulties on a regular basis. Visitor passes are also provided with the decal.

PERSONAL PROPERTY TAX

(Refer to Taxes - Personal Property)

PLANNING

The Planning Division of the Community Development Department, reviews and approves all site plans and subdivision plats and makes recommendations to City Council about rezonings and conditional use permits. A member of the Planning Division staff serves as the secretary to the Planning Commission and the Board of Historic and Architectural Review, and handles historic preservation issues. The Division is also responsible for long-range planning, storm water management, and updating the City's Comprehensive Plan. For more information, contact the Planning Division at (434) 455-3900.

POLICE

The Lynchburg Police Department (LPD) is a nationally accredited law enforcement agency. The LPD has 165 sworn officer positions and 25 civilian positions.

The mission of the LPD is to preserve the peace and maintain order in our community by: preventing crime and protecting people and property, investigating criminal activity and arresting criminals, promoting traffic safety, educating those we serve, work-

ing cooperatively to solve neighborhood problems, fostering positive relationships and neighborhood self-sufficiency, and practicing bias-free recruitment, hiring, and promotion, while respecting the rights and dignity of all. The LPD is located at 905 Court Street. Contact the Police Department for non-emergency requests at (434) 455-6050 or for emergencies, dial 9-1-1.

PROGRAMS & PARTNERSHIPS

The LPD offers a number of programs for citizens and businesses that help address safety, crime, and other issues. To learn more about the following list of programs contact the Crime Prevention Unit at (434) 455-6070 or visit www.lynchburgva.gov.

BICYCLE SAFETY "RODEOS"

Safety tips for children on the safe operation and handling of bicycles. Stresses the importance of always wearing a helmet while biking.

BIZWATCH

Biz-Watch is a partnership between the Police Department and area businesses. The partnering business receives training on crime trends, crime prevention techniques, loss prevention techniques, as well as how to identify and avoid fraud schemes. Crime alerts are sent to participating businesses via e-mail and regular mailings. Participating businesses may also log on to the website and provide a secure passcode to access the information. For more information about Biz-

Watch, call the Crime Prevention Unit at (434) 455-6070.

CITIZENS' POLICE ACADEMY

Citizens have a chance to step into the police officers' shoes by learning some of what it takes to be a police officer. The Academy is offered twice a year, meeting two hours once a week for approximately 10 weeks. The Academy explores topics such as Police History, Gang Issues, Domestic Security and Terrorism, Firearms and Tactical Operations, the Court System, Traffic Stops and Patrol Techniques, K-9, Defensive Tactics, F.A.T.S. (Firearm Training Simulators), Crime Prevention, and Evidence and Forensics.

This Academy is open to those interested in becoming better citizens and for people wishing to learn more about law enforcement. For more information about the Citizens Police Academy, contact the Crime Prevention Unit at (434) 455-6070. You may download and print a Citizens Police Academy application from the Police Department's webpage at www.lynchburgva.gov.

CONCERNED RELIABLE CITIZENS' PROGRAM

Concerned citizens attend a one-hour training session on how to recognize illegal drugs, drug transactions, and people who sell them. After completing this training, the citizen is assigned a code name. The next time that citizen observes drug activity, they call the police and provide the dispatcher with their code name and

information on what they are seeing at the time. After verification of the code name, the dispatcher will send officers to investigate the drug complaint. Since the citizen providing the information has already been trained on the recognition of drug transactions, the officers do not have to personally observe illegal activity prior to acting on the complaint. If an arrest is made based on the information provided by the concerned reliable citizen, that citizen will never be summoned to court or have their identity revealed. This program is a partnership between the Police Department and the Commonwealth Attorney's office.

CRIME STOPPERS

Central Virginia Crime Stoppers, Inc. is a non-profit 501C (3) corporation that brings together law enforcement, the community, and the news media in a joint effort to solve crime. This project represents an unprecedented level of law enforcement cooperation and support from the following communities:

- *Altavista (Town)*
- *Brookneal (Town)*
- *Amherst County*
- *Campbell County*
- *Amherst (Town)*
- *Liberty University*
- *Appomattox County*
- *Lynchburg*
- *Bedford City*
- *Nelson County*
- *Bedford County*
- *Virginia State Police*

The program pays cash rewards up to \$1,000 to people who call the special tip line and give enough information to help solve felony crimes. Callers remain anonymous and the tip line does not have caller ID.

To report criminal information anonymously, call toll free at (888) 798-5900. For more information visit the website at www.cvcrimestoppers.org.

OCCUPANT RESTRAINT & CHILD SEAT INSTALLATION

The LPD offers instruction on the proper use of restraint devices located within vehicles as well as the proper installation of child safety seats. In addition, child safety seats (if available) are provided to those unable to afford one.

OPERATION THUMBPRINT

Anyone attempting to pay by check and does not have proper identification, may be asked to provide an inked thumbprint directly on the check itself. If the check comes back stolen, police have a means of possible identification of that person.

PROJECT LIFESAVER

(Also refer to Sheriff's Office)

Project Lifesaver provides an electronic means for locating the elderly or those suffering from Alzheimer's disease, who have wandered off from home or a healthcare facility. This program is a partnership between the LPD and the Lynchburg Sheriff's Office.

RIDE-ALONG PROGRAM

Citizens at least 18 years of age may ride with police officers during a shift to learn about police procedures. Participants must go through a records check prior to riding with a police officer.

VACANT HOUSE CHECKS

Officers will conduct security checks of homes while homeowners are out of town or otherwise away from home for extended periods of time.

SPEAKERS BUREAU

The LPD can provide groups or organizations with speakers. Contact the Crime Prevention Unit at (434) 455-6070 to schedule a speaker for your group or organization. The following are a list of topics:

DRINKING UNDER THE INFLUENCE (DUI) AWARENESS

Stresses the importance of driving sober and the consequences that occur if driving impaired; for high school and college students as well as civic groups.

GANG AWARENESS SEMINAR

Information on gang awareness and gang mentality shared in a seminar format for schools or civic organizations.

MOTOR CARRIER SAFETY AWARENESS

Geared toward drivers with commercial driver's licenses and those who share the road with them.

OFFICER FRIENDLY

Introduces preschool children to the police and makes them aware that officers are their friends and are here to help them.

PERSONAL SAFETY

Basic personal safety tips used to lessen the chance of becoming a victim of crime. Also, basic personal defense techniques for victims of assault.

SAFE DRIVING TIPS FOR NEW DRIVERS

For young drivers who recently obtained their driver's license. Emphasis placed on driving defensively and being aware of surroundings.

SECURITY ASSESSMENTS

The LPD can offer business owners strategies that will reduce their likelihood of becoming a victim of crime. This includes advice on lighting, locks, and alarms as well as environmental issues that affect the security of the business. For more information call the Crime Prevention Unit at (434) 455-6070.

REAL ESTATE

OWNERSHIP & TRANSFER

The City Assessor's Office maintains the ownership records on all real estate (real property) within the City. As property is bought and sold within the City, deeds are recorded at the Clerk of the Circuit Court's Office, 900 Court Street. Every two to three days a list of all ownership changes, from the Clerk's Office, are provided to the Assessor's Office. This ownership and property information is then sent electronically to the City's Billings and Collections Division for billing of real estate taxes.

The information is also sent to the City's Building Inspections Division for the permit system, as well as to the online GIS system and WebMap.

Along with the ownership information, the Assessor's Office maintains information on the use of the property, the taxable status of the property, and the property address. For more information, call the Assessor's office at (434) 455-3830.

REASSESSMENT

On a biennial schedule, or on the odd years (i.e., 2003, 2005, 2007, etc.), the City Assessor's Office completes a general reassessment of all real estate (real property) within the City of Lynchburg, excluding public service corporations (i.e., utility companies, rail companies, etc.) that are assessed by the State Corporation Commission. State Code mandates that property assessments be made upon fair market value. There are several approaches that are commonly used to derive this value: cost, sales comparison, and income approaches.

There are numerous factors to consider when assessing property for an entire city. Sales in one neighborhood may indicate higher percentage increases than in another neighborhood. And in the same neighborhood, different house types may not have the same level of demand in the real estate market. For example, one-story houses may be more in demand than two-story houses; or older homes in that same neighborhood may be rising in value slower than new homes; or on

one street, the houses are better cared for than they are on the next street. This means that percentage changes in values can vary dramatically across the city from one reassessment to the next. Some of the characteristics that can affect value are location, condition, size, terrain, heating type, number of baths, basement finish, fireplaces, porches, garages, decks, etc.

Property owners often ask how their property value increased when they did not add onto or renovate their properties. In most cases, property values will increase with the passage of time. This is not always the case; however, inflation alone can cause property values to go up. General economic conditions such as interest rates, inflation rates, changes in the tax laws, etc. will influence the value of real estate. For more information call the Assessor's office at (434) 455-3830.

REHABILITATION TAX EXEMPTION

The City of Lynchburg offers a program for tax exemptions to eligible and qualified properties under substantial rehabilitation. There are eligibility requirements, as well as an application process for this program. The program encourages the renovation of older homes and businesses within the City and is managed by the Assessor's Office. In order to be eligible, a residential or multi-family property must be at least 50 years old and must be renovated to increase the assessed value by no less than 40%, but without increasing the overall square footage of the structure by more than 15%. For

commercial or industrial properties, the existing structure must be at least 25 years old and be renovated to increase the assessed value by at least 60%. If approved, residential or multi-family exemptions are effective for ten (10) years, and commercial or industrial exemptions are effective for five (5) years.

The tax exemption for properties that qualify is equal to the increase in assessed value resulting from the rehabilitation of the structure as determined by City appraisers. The program is not a “tax freeze,” however, the exemption amount is subtracted from the fair market value assessment before taxes are calculated. For example, a residential property originally built in 1950 is being rehabilitated by its owners. The base assessment value for the structure as determined by City appraisers is \$50,000. Within two years, the rehabilitation is complete and City appraisers do a final inspection of the property and determine the new assessed value to be \$150,000. The tax exemption amount of \$100,000 would be subtracted from the assessment value before taxes are calculated for billing. The tax savings are demonstrated by the calculations below:

WITHOUT THE TAX EXEMPTION AFTER REHABILITATION

$\$150,000 \times \$1.11 \text{ tax rate per } \$100 \text{ of value} =$
\$1,665 yearly real estate tax

WITH THE TAX EXEMPTION AFTER REHABILITATION

$\$150,000 - \$100,000 = \$50,000 \times \1.11
 $\text{tax rate per } \$100 \text{ of value} =$
\$555 yearly real estate tax

For more information, please call the Assessor’s Office at (434) 455-3830 or visit the City’s website at.
www.lynchburgva.gov.

TAX RELIEF

If you own and are living in your home in the city of Lynchburg and are 65 years of age or older, or permanently disabled, and have a yearly income of \$30,000 or less, a net worth of \$60,000 or less, you may qualify for Real Estate Tax Relief. Net worth shall exclude the fair market value of the dwelling in which you live. The application **deadline is May 1.**

RECYCLING

The City of Lynchburg provides nine drop-off recycling collection centers around the city. They are open 24 hours a day, seven days a week.

DROP-OFF CENTER LOCATIONS

FAIRVIEW SQUARE SHOPPING CENTER

2225 Florida Avenue
 Lynchburg, VA 24501

FIRE STATION 2

2006 Grace Street
 Lynchburg, VA 24504

FORT HILL SHOPPING CENTER

6015 Fort Avenue
 Lynchburg, VA 24501

KROGER

2840 Linkhorne Drive
 Lynchburg, VA 24503

KROGER

7801 Timberlake Road
Lynchburg, VA 24502

RIVER RIDGE MALL

3405 Candler's Mountain Road
Lynchburg, VA 24502

THE PLAZA

2323 Memorial Avenue
Lynchburg, VA 24501

**VILLAGE COURT
SHOPPING CENTER**

4119 Boonsboro Road
Lynchburg, VA 24503

WASTE MANAGEMENT OFFICE

2525 Concord Turnpike
Lynchburg, VA 24504

**RECYCLABLES ACCEPTED &
HOW TO PREPARE****CORRUGATED CARDBOARD**

Flatten boxes; NO food boxes.

DRINK & FOOD CANS

Rinse and crush; NO pans, foil, or other metal items; labels accepted.

NEWSPAPERS & INSERTS

NO bags; boxes or strings; all newspaper inserts accepted.

MIXED PAPER

Flatten all food boxes; paper products accepted (excluding wax paper).

PLASTICS #1 THROUGH #7

Rinse and crush; NO plastic grocery bags, auto-oil bottles, or other bottles that contained hazardous liquids.

NOTE: Only items listed on the bin signs are allowed. Incorrect material and/or trash placed in the bins may cause that bin to be emptied at the City's landfill instead of the recycling processor. Remember, "If in doubt, throw it out!"

For more information about Lynchburg's recycling program, please call (434) 856-CITY (2489) or visit the website at www.lyncburgva.gov.

RECYCLING BOXES

The City of Lynchburg provides free cardboard recycling boxes. The box is ideal for storing recyclables to take to the drop-off recycling centers. Easy to follow instructions on how to properly recycle materials are printed on the box. Lynchburg residents may pick up a free recycling box (limit one per household) at the following locations:

CITY HALL INFORMATION DESK

900 Church Street
Lynchburg, VA 24504

MILLER CENTER

301 Grove Street
Lynchburg, VA 24501

PUBLIC WORKS BUILDING

1700 Memorial Avenue (Second Floor)
Lynchburg, VA 24501

WASTE MANAGEMENT OFFICE

2704 Concord Turnpike
Lynchburg, VA 24504

REDEVELOPMENT & HOUSING AUTHORITY

Title 36 of the Code of Virginia creates a redevelopment and housing authority in each city and county in the state and provides enabling legislation for the conduct of its programs. The Lynchburg Redevelopment and Housing Authority is a political subdivision of the Commonwealth of Virginia and was activated by City Council in April of 1956. The Authority is governed by a seven member Board of Commissioners, each of whom is appointed by the City Council for a 4-year term. This Board adopts local policies and oversees the implementation of Authority programs in the city.

The Authority owns and operates over 300 apartments at four (4) locations within the city of Lynchburg. Eligibility for participation in the Authority's rental housing program is limited by income—with priority given to those whose income does not exceed 30% of the median. Income limits are adjusted annually based on data supplied by the U.S. Department of Housing and Urban Development (HUD). The application process includes a home visit to determine current living conditions and house-keeping practices, a credit report, and a landlord reference questionnaire.

In addition to the apartments it owns and operates, the Authority conducts a rental assistance program known as the Section 8 Housing Choice Voucher Program. This program affords eligible, lower-income residents who live or work in Lynchburg an opportunity to reside in decent, modest, privately-owned housing at an affordable rent. Applications are accepted each Wednesday at the Authority offices at 918 Commerce Street.

The Authority also conducts a variety of neighborhood improvement programs in conjunction with the City of Lynchburg in the older sections of the city. It also works closely with the City Inspections Division in identifying and addressing blighted properties throughout the city. Citizens are encouraged to call if a blighted property exists in their neighborhood.

LYNCHBURG REDEVELOPMENT & HOUSING AUTHORITY

918 Commerce Street
Lynchburg, VA 24504

Telephone(434) 845-9011

Fax(434) 845-9144

E-Mail chm@rha.ci.lyncburg.va.us

LYNCHBURG CITY SCHOOLS

OUR VISION FOR EDUCATION IS IN ACTION!



ACADEMIC *Excellence...*

Newsweek ranked E.C. Glass High School and Heritage High School among the top 1000 high schools in the United States.



COMMUNITY *Involvement...*

Our "Career-Technical Education Programs" offer numerous opportunities for students to gain hands-on experience (i.e., Building Trade students built a Habitat for Humanity home for a local family).



Since 1871, students have entered our schools with great anticipation, enthusiasm, and hope. We offer challenging academics, personal enrichment, and an opportunity to build a foundation for life experiences in an increasingly global community. **We prepare students for their future!**



the world starts *here.*

WWW.LYNCHBURG.ORG (434) 522-3786

SCHOOLS

LYNCHBURG CITY SCHOOLS

Since 1871, students have entered City Schools with anticipation, enthusiasm, and hope. City Schools offer challenging academics, personal enrichment, and a real foundation for life experience in an increasingly global community. It is the mission and commitment of City Schools to design, implement, and maintain educational programs that will teach each student the concepts, knowledge, and skills necessary to be thinking, productive, and responsible citizens.

CITY SCHOOLS' VISION FOR EDUCATION

ACADEMIC EXCELLENCE

To provide academic programs that challenge the intellect and maximize the potential of each student. This in turn develops a love of lifelong learning and a supportive, involved community.

HONORABLE CHARACTER

Each student develops strong character modeled by caring adults and reflecting those values cherished by the Lynchburg community.

EXEMPLARY PERSONNEL

Dedicated school employees are highly qualified and embody professionalism. This compels personal and group commitment to excellence in education for all students.

PARENTAL & COMMUNITY INVOLVEMENT

Parents serve as catalysts to unite the com-

munity in support of education, bringing Lynchburg to new heights of prosperity, prominence, and promise.

RESPECT OF DIVERSITY

Lynchburg City Schools are committed to eliminating racism and discrimination in our schools. Learning about the contributions of all races and cultures promotes understanding and social justice.

MODEL FACILITIES

The City Schools are the heart of academic, economic, and social development and evoke deep civic pride. The state-of-the-art schools are technologically advanced and have optimal learning environments.

ELEVEN ELEMENTARY SCHOOLS

In partnership with parents and community, the City Schools are committed to helping elementary age children develop their full potential by providing learning opportunities which recognize individual needs. Elementary schools provide an optimal academic environment and accelerated learning opportunities. Along with the basic learning skills, students are taught basic concepts of character development and citizenship.

THREE MIDDLE SCHOOLS

In bridging the gap between elementary school and high school, middle school provides the vehicle through which students move from the child-centered, team-teaching, and unit approach of the elementary school to the departmentalized and comprehensive instructional program available in high school.

TWO HIGH SCHOOLS

Within the high school instructional program, courses range in level of difficulty to meet the students' needs, interests, and academic abilities.

Advanced classes, including advanced placement and dual-enrollment courses for college credit, are offered in all academic areas. Career Technical Education Classes are offered from many career fields. Inter-scholastic varsity sports programs are offered to all students as well as cultural arts program, including art, drama, band, orchestra, and vocal ensembles.

City schools offer excellent education opportunities and resources that also include the Central Virginia Governor's School for Science and Technology, Career-Technical Education Programs, Hutcherson Early Learning Center, LAUREL Regional Program, the Adult Learning Center, Alternative Education, and the Parent Resource Center.

For more information on Lynchburg City Schools, call (434) 522-3700 or visit the web at www.lynchburg.org.

SCHOOL DIRECTORY

SCHOOL ADMINISTRATION

DR. PAUL MCKENDRICK

Superintendent

915 Court Street

Lynchburg, VA 24504

P.O. Box 2497

Lynchburg, VA 24505

Telephone . . . (434) 522-3700, ext. 101

Fax (434) 846-1500

FACILITIES & TRANSPORTATION

3525 John Capron Road

Lynchburg, VA 24501

Telephone (434) 522-3772

or (434) 522-3700, ext. 158/159

Fax (434) 522-3785

HIGH SCHOOLS

E. C. GLASS (Grades 9-12)

2111 Memorial Avenue

Lynchburg, VA 24501

Telephone (434) 522-3712

Fax 522-3741

HERITAGE (Grades 9-12)

3020 Wards Ferry Road

Lynchburg, VA 24502

Telephone (434) 582-1147

Fax (434) 582-1137

GOVERNOR'S SCHOOL

CENTRAL VA GOVERNOR'S SCHOOL FOR SCIENCE & TECHNOLOGY

(Grades 11-12)

3020 Wards Ferry Road

Lynchburg, VA 24502

Telephone (434) 582-1104

Fax (434) 239-4140

MIDDLE SCHOOLS

PAUL LAURENCE DUNBAR MIDDLE SCHOOL FOR INNOVATION

(Grades 6-8)

1200-1208 Polk Street

Lynchburg, VA 24504

Telephone(434) 522-3740
 Fax(434) 522-3727

LINKHORNE (*Grades 6-8*)

2525 Linkhorne Drive
 Lynchburg, VA 24503

Telephone(434) 384-5150
 Fax(434) 384-2810

SANDUSKY (*Grades 6-8*)

805 Chinook Place
 Lynchburg, VA 24502

Telephone(434) 582-1120
 Fax(434) 582-1183

ELEMENTARY SCHOOLS

BASS, WILLIAM MARVIN (*Grades K-5*)

1730 Seabury Avenue
 Lynchburg, VA 24501

Telephone(434) 522-3769
 Fax(434) 522-2374

BEDFORD HILLS (*Grades K-5*)

4330 Morningside Drive
 Lynchburg, VA 24503

Telephone(434) 384-2221
 Fax(434) 384-1703

DEARINGTON SCHOOL FOR INNOVATION (*Grades K-5*)

210 Smyth Street
 Lynchburg, VA 24501

Telephone(434) 522-3757
 Fax(434) 522-2351

HERITAGE (*Grades PreK-5*)

501 Leesville Road
 Lynchburg, VA 24502

Telephone(434) 582-1130
 Fax(434) 582-1175

LINKHORNE (*Grades PreK-5*)

2501 Linkhorne Drive
 Lynchburg, VA 24503

Telephone(434) 384-6611
 Fax(434) 384-9620

MUNRO, PAUL M. (*Grades PreK-5*)

4641 Locksview Road
 Lynchburg, VA 24503

Telephone(434) 384-1721
 Fax(434) 386-3067

PAYNE, ROBERT S. (*Grades PreK-5*)

1201 Floyd Street
 Lynchburg, VA 24501

Telephone(434) 522-3762
 Fax(434) 522-3791

PERRYMONT (*Grades PreK-5*)

409 Perrymont Avenue
 Lynchburg, VA 24502

Telephone(434) 582-1100
 Fax(434) 582-1108

SANDUSKY (*Grades K-5*)

5828 Apache Lane
 Lynchburg, VA 24502

Telephone(434) 582-1111
 Fax(434) 582-1184

SHEFFIELD (*Grades PreK-5*)

115 Kenwood Place
 Lynchburg, VA 24502

Telephone(434) 582-1115
 Fax:(434) 582-1174

**THOMAS C. MILLER SCHOOL
FOR INNOVATION** *(Grades K-5)*

600 Mansfield Avenue
Lynchburg, VA 24501

Telephone(434) 522-3717
Fax(434) 522-2301

**ELEMENTARY SCHOOLS
PROVIDING ALTERNATIVE
PROGRAM OPPORTUNITIES**
**CARL B. HUTCHERSON EARLY
LEARNING CENTER** *(Ages 2-4)*

2401 High Street
Lynchburg, VA 24504

Telephone(434) 522-3756
Fax(434) 522-2323

GO CENTER *(Grades 3-5)*

Gifted Opportunity Center.
1201 Floyd Street
Lynchburg, VA 24501

Telephone(434) 522-3762
Fax(434) 522-3791

OTHER EDUCATIONAL CENTERS
ADULT LEARNING CENTER *(ABE/GED)*

VA Jaycees Building, Lower Level
1015 Miller Park Square
Lynchburg, VA 24501

Telephone(434) 522-2319/-2320
Fax(434) 522-2331

AMELIA PRIDE CENTER
(Alternative/Adult)

1200-1208 Polk Street
Lynchburg, VA 24504

Telephone(434) 522-3742
Fax(434) 522-2308

HOMEBOUND LEARNING CENTER

1904 Hollins Mill Road
Lynchburg, VA 24503

Telephone(434) 522-2313
Fax(434) 522-2322

LAUREL PROGRAM *(Ages 2-21)*

*Program provides services for the severely and
profoundly handicapped.*

401 Monticello Avenue
Lynchburg, VA 24501

Telephone(434) 522-3716
Fax(434) 522-2330

**LCS MATH RESOURCE CENTER/
LCS SCIENCE RESOURCE CENTER**
(Grades PreK-12)

1201 Floyd Street
Lynchburg, VA 24501

Telephone(434) 522-3715
Fax(434) 522-3791

**MIDDLE SCHOOL LEARNING
CENTER** *(Grades 6-7)*

1904 Hollins Mill Road
Lynchburg, VA 24503

Telephone(434) 522-2313
Fax(434) 522-2322

PARENT RESOURCE CENTER

Tarkington Building
2600 Memorial Avenue, Suite 107
Lynchburg, VA 24501

Telephone(434) 522-3737

MAILING ADDRESS:

Lynchburg City Schools
Administration Building
P.O. Box 1599
Lynchburg, VA 24505

PHOENIX ALTERNATIVE SCHOOL

4847 Fort Avenue
Lynchburg, VA 24502

Telephone(434) 832-8130
Fax(434) 832-3132

PRIDE PLUS

(Alternative/Adult, 16 & Up)

1904 Hollins Mill Road
Lynchburg, VA 24503

Telephone(434) 522-2348
Fax(434) 522-2308

MAILING ADDRESS:

1200-1208 Polk Street
Lynchburg, VA 24504

PROJECT REACH *(Pre-School)*

2401 High Street
Lynchburg, VA 24504

Telephone(434) 522-3748
Fax(434) 522-2323

RODEO *(Alternative/Adult)*

VA Jaycees Building, Lower Level
1015 Miller Park Square
Lynchburg, VA 24501

Telephone(434) 522-2319/-2320
Fax(434) 522-2331

SECURITY ASSESSMENTS

(Refer to Police - Speakers Bureau)

SENIOR ADULT PROGRAM

(Refer to Parks & Recreation)

SEWER

ADJUSTMENT PROGRAM

Commercial, industrial, and institutional City sewer customers may apply for sewer rate relief for wastewater that is not returned to the sewer system. Examples of water not being returned include: irrigation, cooling water, and water used in products. For more information contact the Utilities Department at (434) 455-4250.

SHERIFF'S OFFICE

The Lynchburg Sheriff's Office is responsible for courthouse and courtroom security, service of all court legal documents, execution of court orders, transportation of prisoners, and other general public safety. All powers, responsibilities, and duties of the Lynchburg Sheriff's Office derive from common law, the Virginia Constitution, the Code of Virginia and the City of Lynchburg Charter. The office is located at 907 Clay Street and may be reached at (434) 847-1301.

PROJECT LIFESAVER PROGRAM

Project Lifesaver is a life saving program that aids law enforcement officials in finding citizens who are struggling with cognitive dysfunctions, such as Alzheimer's, Autism, Downs Syndrome, and Dementia.

Citizens involved in the Project Lifesaver program receive a personal-

ized radio-transmitting device, which is attached to a wristband or anklet and placed on the person identified with some type of cognitive dysfunction. If the patient wearing the radio-transmitter wanders off, the Lynchburg Sheriff's Office is contacted immediately and mobilizes a joint search team who utilize receiving devices to narrow down the location of the missing citizen from the last known point of origin.

Citizens of Lynchburg who have a family member that suffers from some type of cognitive dysfunction and are interested in this program may get involved in Project Lifesaver. There is a \$25.00 per month maintenance fee. However, the fee may be waived if the applicant is financially unable to pay.

For more information, please call (434) 847-1301 to speak with a member of the Project Lifesaver program or visit the website at www.lynchburgsheriff.org.

SNOW REMOVAL

CITY SNOW & ICE CONTROL

Snow and ice control begins when winter conditions merit. City snow crews are responsible for clearing snow and ice from 853 lane miles of streets. Snow and ice control is accomplished on a priority basis. Snow plows and spreaders are required to stay on primary and secondary routes while precipitation is falling. The City of Lynchburg clears snow by the following priorities:

FIRST PRIORITY

Clearing of all primary streets and heaviest traffic routes.

SECOND PRIORITY

Clearing of all collector streets and bus routes.

THIRD PRIORITY

Plowing of all residential streets if more than two inches of snow exists.

OTHER

City crews work around the clock to handle slick spots and other street problems. Chemicals and abrasives are used only on main routes and bridges as needed.

Snow removal service is also provided for City-owned steps, sidewalks, bridges, and City parking lots. Please call the

Of course we are
lamps, but we are
so much MORE!



Decorative Accessories & Gifts

**Town Center, Wyndhurst
Lynchburg, VA
(434) 239-2300**

Monday - Saturday, 10:00 a.m. - 5:00 p.m.

CUSTOM SHADES AT STOCK PRICES

Streets Division at (434) 455-4450 when necessary.

SNOW CLEARING & RESIDENTS' RESPONSIBILITY

According to the City Code, it is the duty of the resident of every house or lot to have all snow removed from sidewalks or footways in front of their home within four (4) hours after snow has stopped. If the snow ends during the night, sidewalks or footways must be cleared by 12 noon the following day. Residents are advised to shovel driveways AFTER the City plows have passed. Plows will not return to unblock driveways. Snow should not be shoveled or blown onto a City street or sidewalk.

SNOW SCHOOL

The Streets Division has developed an informational program called "Snow School." The program is designed to introduce kindergarten through third grade students to snow removal operations within the City and to show the impact snow removal has on their daily lives.

The program includes a visit from a City snow fighter who arrives at the school in a snow plow. Students are told how the City handles snow and what the students can do to help during a snow storm. The presentation lasts about thirty minutes and can be scheduled from late October through early February by contacting the Streets Division of Public Works at (434) 455-4450.

SOCIAL SECURITY

The Lynchburg Social Security Administration can help you address questions and concerns relating to services and benefits in several ways: visiting the office in-person, telephoning the office, and/or visiting the website.

SOCIAL SECURITY ADMINISTRATION

7618 Timberlake Road
Lynchburg, VA 24502

Telephone (434) 582-1520
Toll Free (800) 772-1213
TTY (800) 325-0778
Website www.socialsecurity.gov

SERVICES AVAILABLE VIA THE WEBSITE & TELEPHONE

- Apply for retirement, disability, or spouse's benefits.
- Apply for help with Medicare prescription drug costs.
- Call and discuss the amount of an overpayment, waive an overpayment, or set up a plan for paying an overpayment in installments, etc.
- Call and discuss Representative Payee situations.
- Call to get phone numbers for other government agencies.
- Change the name on your Social Security record. (*You may be asked to mail or bring proof of your identity or other documentation to the local office.*)
- Change your address or telephone number for your records.

- Check status of Social Security benefits, including status on a check or to report a missing check.
- Determine your retirement, disability, or survivors benefits.
- Find a Social Security office nearest you.
- Have your Social Security benefits sent directly to your bank or change your direct deposit.
- Learn about guidelines for receiving Social Security benefits.
- Obtain Social Security forms.
- Obtain Social Security publications.
- Report a death.
- Request an appointment at a Social Security office near you.
- Request an application form SS-5 for a replacement Social Security Card.
- Request a Social Security Statement.
- Request a replacement Medicare Card.
- Request a replacement Social Security Benefit Statement (Form SSA-1099/1042S for taxes).
- Request a Benefit Verification Letter (*also called “proof of income,” “budget,” “benefits,” or “proof of award” letter*).
- Visit other government websites at “FirstGov” (www.firstgov.gov), a link to all government sites.

SOCIAL SERVICES

The Department of Social Services encourages and supports positive actions for families and individuals to

reach their developmental goals of independence, self worth, and responsible citizenship.

DEPARTMENT OF SOCIAL SERVICES (DSS)

99 Ninth Street
Lynchburg, VA 24504

Telephone (434) 455-5850
Website www.lynchburgva.gov

ADOPTION SERVICES

Adoption services are provided to children who have been legally freed for adoption with the goal of placing them in stable, permanent adoptive homes. Ongoing adoptive post-placement services are provided to children and their adoptive families according to the special needs of the child. Services are also provided to families seeking to adopt a child and to expectant parents who are considering placing their child for adoption. For information, call Social Services at (434) 455-5851.

ADULT SERVICES

Adult Services are provided to adults to maximize self sufficiency and to prevent abuse, neglect, and/or exploitation. Services include supportive counseling information and referral, facilitating health care, adequate living arrangements, and companion services. In addition, pre-screenings for nursing home placements and community-based services can be provided to enable the adult to remain in his/her home. Initial screenings and annual reassessments for Adult Living Facility

placements are also provided. For more information call the Department of Social Services at (434) 455-5850.

ADULT SERVICES INTAKE

Adult Services Intake provides an array of comprehensive services that includes taking reports of abuse, neglect, and exploitation within the elderly and disabled population.

The Adult Services Intake program provides emergency services for those who come in seeking help with prescription medications, food, clothing, and shelter.

In addition, the program also acts as a link between individuals and community agencies such as the Salvation Army, Lynchburg Community Action Group, the Central Virginia Area Agency on Aging, and Interfaith Outreach. The office also processes referrals for a variety of needs including in-home services for personal care, placement in nursing homes, or placement in assisted living facilities. For more information, call Social Services at (434) 455-5850 and ask to speak with the Adult Services Screener. After business hours and on weekends call the State Hotline: (800)-522-7096.

ADULT PROTECTIVE SERVICES

The Adult Protective Services program includes the identification, receipt, and investigation of abuse, neglect, or exploitation of persons over 60 or to persons 18 and older who have a physical or mental impairment (inca-

pacitated). Reports are received 24 hours a day, seven days a week. Valid complaints are investigated within 24 hours if it is deemed an emergency or within five (5) calendar days for all other reports. The goal of the investigation is to determine if the adult is in need of protective services and if so, to decide which services are needed to prevent further abuse, neglect, and/or exploitation.

To report a concern, call Social Services at (434) 455-5850 and ask to speak with the Adult Services Screener. After business hours and on weekends call the State Hotline: (800) 522-7096.

CHILDREN'S SERVICES

CHILD CARE SERVICES

Child Care Services are provided by Social Services to enable low income families, including recipients of TANF, to become employed, or prepare for employment through education and job training. To see if you qualify for Child Care Services call (434) 455-5851 and ask for the Child Care Aide.

CHILD & FAMILY SERVICES INTAKE

Child and Family Services Intake provides initial access to the programs of Social Services, as well as, an immediate response to crises. Intake services include information and referral, initial screening and assessment, crisis intervention, and assistance with emergency needs. For more information, please call (434) 455-5851 and ask to speak with a Families and Children Screener.

Application for this service can be submitted Monday - Friday, 8:30 a.m. - 5:00 p.m. at the Human Services Building located at 99 Ninth Street.

CHILD PROTECTIVE SERVICES

Child Protective Services (CPS) includes the receiving of reports of abuse and neglect, determining the validity of these reports, conducting an investigation or family assessment to determine if there is evidence to substantiate a report, identifying service needs for families who are the subject of these reports, and providing services to enhance child safety and prevent further abuse and neglect of children.

Call (434) 455-5727 or (434) 455-5728 to report abuse and neglect during business hours. After business hours and during weekends, call the State CPS Hotline to report abuse/neglect at (800) 522-7096. Application for this service can be submitted Monday through Friday, 8:30 a.m. to 5:00 p.m. at the Human Services Building located at 99 Ninth Street.

LEARNFARE

Learnfare deals with truancy issues surrounding children of public assistance recipients. The focus of this program is to stress the importance of attendance in school and the value of education. For more information call (434) 455-5851 and ask for the Learnfare Worker.

FAMILY SERVICES

Family Services are provided to individuals and their families to strengthen their relationships and their capacity to function independently. Home studies are done for the purpose of supplying the courts with information regarding the appropriateness of placements with persons seeking adoption, custody, or visitation. For more information call Social Services at (434) 455-5850.

FINANCIAL ASSISTANCE PROGRAMS

In order to apply for any of the following financial assistance programs, you must live within the Lynchburg city limits. You may apply for these programs through Department of Social Services at the Human Services building located at 99 Ninth Street, Monday - Friday, 8:30 a.m. and 2:00 p.m. For information regarding the Financial Assistance programs, please call (434) 455-5851 and ask to speak with the Benefit Programs duty person.

NOTE: You may be directed to informational voice mailboxes regarding the various programs. Please record your request for an application and a Benefit Programs duty person will contact you.

AUXILIARY GRANT

The Auxiliary Grant Program is a supplement to income for recipients of Supplemental Security Income and certain other aged, blind, or disabled individuals residing in a licensed adult care residence or in adult family care. This assistance is available to ensure that

Auxiliary Grant recipients are able to maintain a standard of living which meets a basic level of needs.

ENERGY ASSISTANCE PROGRAM

The Energy Assistance Program consists of two components; Fuel Assistance and Emergency Crisis Assistance. The Fuel Assistance component is intended to provide supplemental assistance to offset the rising costs of heating expenses. The Emergency Crisis Assistance component is intended to provide assistance with heating equipment needs and emergency fuel outages. Fuel Assistance applications are accepted at Social Services beginning the second Tuesday in October through the second Friday in November. Cooling Assistance is available in the summer months beginning in mid-June. Eligibility for these programs is based on income, resources, household composition, and citizenship.

FAMILY ACCESS TO MEDICAL INSURANCE SECURITY PLAN

The Family Access to Medical Insurance Security Plan (FAMIS) provides access to quality health services for children of working families. Children under the age of 19 may be eligible if they live in Virginia, do not have health insurance now, and have not had it in the past four months (some exceptions apply), are US citizens or qualified aliens (other children may be eligible), and live in a family meeting the FAMIS income guidelines. A small co-pay may be charged, usually \$2.00 - \$5.00 FAMIS covers the rest.

FOOD STAMPS

The Food Stamp Program is intended to alleviate hunger and malnutrition by increasing the food purchasing power of low income households. An Electronic Benefits Transfer (EBT) debit card is used by eligible households to purchase food at participating grocery stores. The income of the household determines the amount of the monthly Food Stamp allotment.

GENERAL RELIEF BURIAL ASSISTANCE

The General Relief Burial Assistance Program provides burial services for deceased individuals who meet income and resource guidelines.

MEDICAL ASSISTANCE

Medical Assistance Program (Medicaid) is intended to provide medical care to public assistance recipients and medically needy persons (those of low income who can meet their maintenance needs but have insufficient income to provide the cost of medical care). Recipients receive Medicaid cards which they use when receiving services from approved providers. Services include doctor and hospital bills, prescriptions, eyeglasses, and children's dental care. The provider then bills the Medicaid Program as they would any other insurance program.

STATE & LOCAL HOSPITALIZATION

The State and Local Hospitalization Program is intended to provide medically necessary services to indigent

persons that do not have health insurance or adequate resources to pay for this care. The program pays toward inpatient and outpatient hospitalization, ambulatory surgical services, and Health Department Clinic visits.

TEMPORARY ASSISTANCE FOR NEEDY FAMILIES

The Temporary Assistance for Needy Families (TANF) Program is intended to provide a monthly maintenance to families who meet income and resource guidelines. Children must be 18 years old or younger and in school. Under certain circumstances, families with children may qualify for emergency assistance to cover needs resulting from a natural or man-made disaster or the total loss of family earnings if the loss occurred within 30 days prior to the application and the loss was due to severe weather conditions or a reduction in force caused by an energy shortage.

TEMPORARY ASSISTANCE FOR NEEDY FAMILIES - UNEMPLOYED PARENT

The Temporary Assistance for Needy Families - Unemployed Parent (TANF-UP) Program is intended to provide financial assistance to needy two-parent families with children under 18 that are deprived of parental support. This deprivation is met if one parent, the primary wage earner, is unemployed.

FOSTER CARE SERVICES

Foster care services are provided to children who have been entrusted to or placed in the custody of Social Services

with the primary goal of reuniting the child with his/her natural family. The child's family is provided services to help resolve the problems which caused the child to enter foster care. If the goal of "return home" becomes unattainable, then there is a need to achieve another permanent placement for the child through adoption or placement with relatives. Services are provided to the child to meet his/her physical, emotional, and psychological needs. In addition, independent living services, programs, and skills are provided for mature teens in foster care.

FOSTER PARENTS

Foster parents are recruited and trained by foster care staff members. Ongoing support and mandated, continuous trainings are provided for all foster parents. Respite services are provided for foster parents as an additional support service and an opportunity to work with different foster care children. Additional training as adoptive parents is provided for those couples who are interested in adoption.

FOSTER CARE PREVENTION & FAMILY PRESERVATION

Foster Care Prevention and Family Preservation's goal is to prevent the placement of children in substitute care, including foster care and residential home placement. The aim of Foster Care Prevention is to enhance the family's ability to create and maintain a healthy home environment that will reduce the total number of children entering foster care and shorten the stay

of children in foster care. This is managed by providing intensive services to families whose children are returned home from foster care and families who have children in need of services. For more information about Foster Care services, call Social Services at (434) 455-5850.

SOIL TESTING

A soil test can provide information on the proper amount of lime and fertilizer to apply to your lawn, garden and other areas of your landscape. When gardeners apply only as much lime and fertilizer as is necessary and at the appropriate time, nutrient runoff into surface or ground water is mini-

mized, money is saved, and plant health is optimized. Soil testing can also be used to diagnose common nutrient deficiencies or toxicities for plants that are growing poorly and can be done by the Virginia Tech Soil Testing Laboratory. The Virginia Extension Service website: www.ext.vt.edu/pubs/compost/452-129/452-129.html.

The website contains useful information on how to obtain representative soil samples for submission for analysis to the Virginia Tech Soil Testing Laboratory. It is an easy-to-learn process that will benefit you, your landscape, and the environment. For more information contact the local Cooperative Extension Service at (434) 455-3742.

Thanks for all you do!

This year, the Weyerhaeuser Company and Weyerhaeuser Company Foundation helped to support local non-profit organizations and schools. We're proud to support their good works. **Join us in saying, "a job well done" to these community organizations!**

*American Cancer Society
American Cancer - Relay for Life
American Red Cross
Big Brothers & Big Sisters
Central Virginia Community College
Central Virginia's Governor's School
Central Virginia Industries
Free Clinic of Central Virginia
Greater Lynchburg Habitat for Humanity
Holy Cross
Jubilee Family Development
Liberty University*



*Lynchburg Area Food Bank
Lynchburg College
Lynchburg Regional Chamber of Commerce
Heritage Elementary School
Heritage High School
Old City Cemetery - Lynchburg
Project Lifesaver
The RiverFlick
University of Virginia
United Way of Central Virginia
Virginia Tech University
and More...*

Our contributions to these groups cannot match the dedication of their staffs and volunteers. We salute each of them and the work they do for our community.

Weyerhaeuser
The future is growing™
www.weyerhaeuser.com

SPECIAL EVENTS

Lynchburg is a great place to enjoy many diverse cultural and civic events. In order to provide high quality service and a safe, enjoyable experience for all, the City of Lynchburg has established a process for granting permits for special events to be held on City property. This process is intended to provide citizens and event organizers a single point of contact to make coordinating City services as easy as possible. For more detailed information, call the Parks & Recreation's Special Event Coordinator at (434) 455-5871 or visit the website at www.lynchburgva.gov and select Parks and Recreation, then select "Host a Special Event."

WHAT IS A SPECIAL EVENT?

If you answer "yes" to any of the following questions, your event is considered a special event and will need a permit.

- 1) Do you expect 1,000 or more people to attend your event?
- 2) Will guests be served or consume alcohol during your event?
- 3) Will your event require additional City services (i.e., crowd or traffic control, medical services, barricades, trash pick up, etc.)?
- 4) Will there be a charge for admission?
- 5) Is your event a concert, parade, circus, fair, festival, community event, or mass participation sport

(i.e., marathon, running event, bicycle races, tours, etc.)?

SPECIAL EVENT PERMIT PROCESS

- 1) Complete a Special Event Permit Application (found on the City's website at www.lynchburgva.gov or you can pick one up at the Miller Center, 301 Grove Street.
- 2) Return the application and a \$50 non-refundable application fee.
- 3) Meet with the Special Event Coordinator to discuss event plans.
- 4) Secure/present a Certificate of Insurance in the amount of one million dollars.
- 5) Meet with the Special Event Permit Committee to discuss event logistics with City representatives.
- 6) Meet with the Special Event Coordinator to sign event permit.

SPECIAL EVENT GRANTS

The City of Lynchburg has created the Special Event Grant Program to help non-profit organizations create and build successful special events by providing financial support to help cover the cost of City services needed at their event. Grantees will receive planning, marketing, and coordination assistance as well as help in evaluating the success of their event.

HOW DOES ONE QUALIFY FOR A SPECIAL EVENT GRANT?

The Special Event Approval Committee will review submitted grant applications

during the two grant cycles each fiscal year, by November 15 and April 15 of each year. Only one application per applicant during each cycle is allowed.

All Lynchburg based non-profit organizations and/or City agencies seeking funding will be given consideration based on the following guidelines:

- Current non-profit with two years history.
- Non-profit will be primary organizer and financial administrator of the event.
- Event clearly contains elements that contribute to the quality of life for Lynchburg (history, cultural, arts, community spirit, wellness, etc.).
- Priority given to events held downtown.
- Priority given to events which promote out-of-town visitors.
- Priority given to annual or repeat events.
- Events that show fiscal stability, have event track records, ability to provide and train event staff, and the ability to develop and grow the event.

If you think your organization may be eligible to receive a Special Event Grant, please visit the Parks and Recreation website at www.lyncburgva.gov to review the grant program guidelines and application links or call the Special Event Coordinator at (434) 455-5871.

STADIUM

The Lynchburg City Stadium is home to the Lynchburg Hillcats, a Carolina Baseball League affiliate of the Pittsburgh Pirates. The Stadium is also a wonderful venue for businesses, sports teams, and event planners looking for a large centrally located space. With lots of parking and attractive, newly renovated facilities the Lynchburg City Stadium is a great place for team practices and games, or for concerts, large company picnics, and other events.

The Stadium may be rented through the Parks and Recreation Department. For information on renting the Stadium call (434) 455-5871. For information on the Hillcats baseball schedule, visit their website at www.lyncburg-hillcats.com.

STARTING A BUSINESS

All individuals or organizations wishing to start a business in the City of Lynchburg must contact the Zoning Division and the Commissioner of the Revenue's Office. The following information is provided to help guide you through the process.

STEP ONE: ZONING DIVISION

A letter of approval is required by the Zoning Division prior to the issuance of a business license by the Commissioner of Revenue and depends upon the zoning classification of the property and the

business type. Please contact the Zoning Division at (434) 455-3900.

HOME OCCUPATION PERMIT

A home occupation permit is required for all businesses locating in residential zoning classifications. The applicant is required to sign a letter of approval certifying agreement to comply with all City of Lynchburg home occupancy permit regulations as set forth by the Lynchburg City Code.

LETTER OF APPROVAL

A letter of approval for occupancy is required for all businesses locating in the city of Lynchburg. In addition to the letter of approval, the Building Inspections Division may also require a certificate of occupancy.

- **Change of Occupancy:** Permit required for a change of occupancy in an existing building with the same type of business.
- **Change of Use & Occupancy:** Permit required for a change of occupancy in an existing building with a different type of business.

STEP TWO: CIRCUIT COURT CLERK'S OFFICE

If the business will be operated under a name other than that listed on the business license application, the applicant must register the trade or fictitious name with the City of Lynchburg Circuit Court Clerk Office.

REGISTER THE TRADE OR FICTITIOUS NAME

(Information Required)

- Trade name or fictitious name.
- Name and address of the applicant.
- Physical address of the business operation.
- Type of business.
- Signature notarized or signed before Deputy Circuit Court Clerk. Submit name registration form to the Circuit Court Clerk Office with \$10.00 fee (\$12.00 for corporation). Payment can be made by cash, check, or money order. Corporations must also submit an attested copy of the trade name registration form to the State Corporation Commission.

STEP THREE: COMMISSIONER OF REVENUE OFFICE

After receiving a home occupation or occupancy permit from the City of Lynchburg Zoning Division, and if necessary, the applicant registers their trade or fictitious name with the Circuit Court Clerk Office, individuals or organizations wishing to start a business must apply for a business license with the Commissioner of the Revenue's Office.

BUSINESS LICENSE APPLICATION

(Information Required)

- Federal Employer Identification No. (FEIN) or Social Security No.
- Applicant name.

- Mailing address.
- Physical address (location of the business).
- Type of operation.
- Telephone numbers.
- Contact person.
- Estimate the gross receipts of the operation for the remaining months in the calendar year. This determines the business license fee.

BUSINESS LICENSE TAX (FEE)

All businesses located in the City of Lynchburg are required to obtain a business license. The business license fee is based on gross receipts for all businesses except wholesalers whose license is based on gross purchases. If gross receipts and purchases are greater than \$100,000 the following schedule is utilized:

- **Retail merchant:** 20 cents per \$100 of gross receipts.
- **Contractor:** 16 cents per \$100 of gross receipts.
- **Business/personal service:** 36 cents per \$100 of gross receipts.
- **Professional service:** 58 cents per \$100 of gross receipts.
- **Wholesale merchant:** \$20 plus 28 cents per \$100 of gross purchases.

The Commissioner of the Revenue's Office accepts cash, checks, or money orders for the payment of business license fees.

STEP FOUR: ISSUANCE OF BUSINESS LICENSE

The Commissioner of the Revenue's Office will issue a business license after all requirements are met. The Commissioner of the Revenue's Office can assist applicants appearing in person with obtaining a Federal Employer Identification Number, completing the Name Registration Form and obtaining a Virginia Sales Tax account number. The Commissioner of the Revenue's Office provides federal, state and local tax forms to individuals and businesses.

STATE INCOME TAX

The Commissioner of the Revenue provides free State income tax assistance to the citizens of Lynchburg. For assistance with your State return, you will need a to bring a copy of your Federal tax return and your W-2 forms to the Commissioner of the Revenue's Office at City Hall, 900 Church Street, on the first floor. No appointment is necessary.

In addition, the Commissioner of the Revenue's Office can process accelerated State refunds. If you qualify for an accelerated refund, the staff will electronically transmit information from your return directly to the Department of Taxation. As long as the information is within the Department's guidelines, you will receive your refund

in five to seven days from the processing date.

The Commissioner of the Revenue's Office stays abreast of the most recent tax legislation and can provide information regarding taxes, as well as answer your questions. Virginia individual income tax forms are available in this office. Contact the Commissioner of the Revenue at (434) 455-3870.

STREET LIGHTS, SIGNALS & SIGNS

The Engineering Division of the Department of Community Development is responsible for maintaining street lights, traffic signals, and street signs. To report a problem with a street light, traffic signal, and/or street sign, please call the Citizens First Information Center at (434) 856-CITY (2489). To make a request for a new sign or street light, call the Engineering Division at (434) 455-3950.

STREET MAINTENANCE

POTHoles & MAINTENANCE NEEDS

Potholes or other pavement and street/drainage maintenance needs, including sidewalk, curb, gutter, and guardrail maintenance issues may be reported to the Streets Division of the Department of Public Works at (434) 455-4450.

In addition, call the City's Risk Management office at (434) 455-3815 for pothole related damages sustained to a vehicle.

STREET SWEEPING

The City streets are swept during "non-snow" months, usually between mid-February and mid-October. During this period each street is cleaned once on the average of every 120 days. Exceptions are made for those streets that require special attention or have unusual circumstances or events surrounding them. Sweeping continues downtown during the winter, however for other areas in the City, leaf, snow, and ice removal takes precedence. For more information, call the Streets Division at (434) 455-4450.

TAXES

PERSONAL PROPERTY TAX

Personal property taxes are billed in two installments, May and November.

Payment is due June 5 and December 5 respectively.

Installments not paid in full by the due date are assessed a penalty on the total tax liability for each installment. In addition, interest is assessed on the first day of the month following the due date.

REAL ESTATE TAX

Real Estate tax installments are due November 15, January 15, March 15, and May 15. Installments

not paid in full by the due date are assessed a penalty on the total tax liability for each installment. In addition, interest is assessed on the first day of the month following the due date.

Both Personal Property and Real Estate taxes can be paid by mail or in person at City Hall, 900 Church Street or online at www.lynchburgva.gov. If you have any billing questions, contact the Billings and Collections office at (434) 455-3850.

TELEPHONE SERVICE

(Refer to Utilities - Telephone Service)

TRAIN SERVICE

The Kemper Street Station is home to Lynchburg's passenger train service provided by Amtrak. The train is called the "Crescent" and arrives in Lynchburg every morning, Monday - Friday at 5:51 a.m. and returns at 10:50 p.m. Call the Lynchburg Amtrak office or visit Amtrak's website for tickets, schedule, etc.

KEMPER STREET STATION

825 Kemper Street
Lynchburg, VA 24501

Telephone (434) 847-8247
Website

www.amtrakcrescent.com/cities/lynchburg



Founded 1966

Central Virginia Community College

*Serving Lynchburg and the surrounding
community for 40 years*

- 40+ Associate Degree Programs
- Transfer Credits to 18 Virginia Colleges and Universities
- Workforce Development
- Distance Education
- Off Campus Centers in Altavista, Brookneal, and Bedford

www.cvcc.vccs.edu
(434) 832-7600

TRASH COLLECTION

The City of Lynchburg provides semi-automated trash collection services for residents and small businesses. Semi-automated collection uses trash trucks with mechanical lifters to pick up trash carts and empty the contents into the truck. All households and businesses that receive City of Lynchburg trash collection services are provided one trash cart at no charge. The cart remains the property of the City of Lynchburg and must stay with the assigned property.

BRUSH & BULK COLLECTION

Call (434) 856-CITY (2489) for your brush and bulk pick up requests,

weekdays, 8:00 a.m. - 5:00 p.m. After receiving a pick up date, place your brush and bulk items on the curb in front of your residence the day before your scheduled pick up. Please keep the following in mind:

- Keep brush and bulk items separate.
- Brush items include twigs and branches (excluding piles of leaves).
- Bulk items include furniture, appliances, televisions, etc.
- Place items on the curb in front of your residence. Do not put items near trees, telephone poles, or fire hydrants.
- Make sure bulk items are not too large (two people should be able to carry the items).
- Break up brush and bundle it into pieces less than 8 ft. long. Limbs no larger than 3 in. diameter.
- Freon items, such as air conditioners, refrigerators, and freezers, are required by law to be kept separate from other bulk items and are picked up on Wednesdays ONLY.
- Leaves are not eligible for brush and bulk collection. Leaves are picked up during designated dates in the fall. If you need to dispose of leaves at other times, just bag and tag them with a .95 cent trash disposal tag.

CHRISTMAS TREE PICK UP

The City of Lynchburg picks up Christmas trees each year on two consecutive Wednesdays in January. Undecorated trees are to be placed on the curb by 7:00 a.m. the day of collec-

tion (no tag required). Look for advertisements in the local newspaper and on the City's website regarding dates. Trees placed on the curb after the pick up days will require a .95 cent trash disposal tag.

In addition, undecorated trees can be dropped off at one of the following locations after Christmas and through the third Friday of January.

CHRISTMAS TREE DROP-OFF LOCATIONS *(subject to change)*

FORT HILL SHOPPING CENTER

(near recycling bins)
6015 Fort Avenue
Lynchburg, VA 24501

LYNCHBURG LANDFILL

(7:00 a.m. to 4:00 p.m., Mon.-Sat.)
2525 Concord Turnpike
Lynchburg, VA 24504

MILLER PARK

(parking lot)
2100 Park Avenue
Lynchburg, VA 24501

PEAKS VIEW PARK

(Wigginton Road entrance parking lot)
170 Ivy Creek Drive
Lynchburg, VA 24502

RIVERSIDE PARK

(parking lot)
2270 Rivermont Avenue
Lynchburg, VA 24503

For more information call Citizens First at (434) 856-CITY (2489) or visit the City's website at www.lynchburgva.gov.

COLLECTION DAYS & TIMES

Trash is collected from 7:00 a.m. to 3:00 p.m. weekly from residences and small businesses. Bags or carts should be placed at the curb by 7:00 a.m. with the proper trash tag or decal attached.

To find out your collection day, call 856-CITY (2489) or visit the website at www.lynchburgva.gov.

COMMON GOOD (TRASH) FEE

The Common Good Fee is a monthly flat fee that appears on your monthly water utility bill. All Lynchburg residents pay this fee. Citizens that do not receive a water utility bill are identified and billed annually (Common Good Fee x 12 months).

The fee is applied to services designated as for the “common good.” These services include brush and bulk collection, litter control, household hazardous waste collection, the recycling program, and a portion of the cost associated with the disposal of residential waste.

HOLIDAY TRASH COLLECTION

Trash is collected on all holidays during the year that fall on a Monday, Tuesday, Thursday, or Friday, with the exception of New Year’s Day, Independence Day, Thanksgiving Day, and Christmas Day.

NOTE: If your trash collection day falls on one of the above mentioned holidays, then your trash will be collected on the Wednesday of that same week.

TRASH CARTS

Citizens can control their trash disposal costs simply by the trash cart size they have opted to use. Choosing your trash cart is easy! The trash carts come in two sizes: 32- and 64-gallon. If your residence does not currently have a trash cart, then please call the Waste Management Division of Public Works at (434) 455-6080 to order a trash cart. Waste Management will deliver the trash cart to your residence.

NOTE: Citizens may switch the size of their trashcart for free, however, keep in mind that the disposal decal and trash tag price will change.

In addition, if citizens need an extra trash cart, they can purchase a 32-gallon cart for \$28 or a 64-gallon cart for \$35. The extra cart that is purchased becomes the owners’ property, however, the original cart that was provided to the property address MUST stay with the property when the resident moves. Citizens must use an annual trash disposal decal or a trash tag with their trash cart for collection.

32-GALLON TRASH CART

Maximum Weight capacity: 100 lbs.

Dimensions: 24” L x 19” W x 38” H

Purchase price for extra trash cart: \$28
(Recommended for families of three members or less that recycle trash)

64-GALLON TRASH CART

Maximum weight capacity: 200 lbs.

Dimensions: 31.5” L x 24” W x 41.75” H

Purchase price for extra trash cart: \$35
(Recommended for families of four members or more that recycle trash)

NOTE: All fees shown are correct as of printing and are subject to change.

TRASH DECALS & TAGS

The annual trash disposal decal may be purchased for \$40 for a 32-gallon cart and \$80 for a 64-gallon cart from the Billings and Collections Division, located in City Hall, 900 Church Street.

NOTE: The purchase price of the annual decals are pro-rated after October.

In addition, trash disposal tags for bagged trash may be purchased at City Hall or at most area grocery and convenience stores. The price of the trash disposal tags are .95 cents for a 32-gallon cart or \$1.90 for a 64-gallon cart. Any trash placed outside the trash cart **MUST** be in a trash bag with a trash disposal tag attached.

NOTE: All fees shown are correct as of printing and are subject to change.

TREASURER'S OFFICE

The Treasurer's Office collects State tax payments for the City of Lynchburg. Income and estimated tax payments can also be paid in person or by mail.

In addition, the Treasurer's Office issues Juror's checks, sells cigarette tax stamps, and collects Sheriff's fees, while maintaining detailed records of all the transactions and providing assistance for current or previous years transactions.

NOTE: File Voucher No. 1 of Virginia Estimated Taxes with the Commissioner of the Revenue's Office.

TREASURER'S OFFICE

City of Lynchburg
900 Church Street
Lynchburg, VA 24504

Telephone(434) 455-4242
Fax(434) 455-4110
Websitewww.lyncburgva.gov

TREE MAINTENANCE

The City of Lynchburg maintains trees on City property and the right-of-way throughout Lynchburg. General maintenance typically includes dead-wood pruning, removal of low limbs over the street and sidewalk, as well as limbs that interfere with signs and lights or hinder traffic flow.

Approximately 250 trees are planted annually along City streets. Occasionally, citizen groups, businesses, or individuals raise money to increase the number of trees planted in their neighborhood. Some citizens volunteer to help with watering newly planted trees for the first year after installation. The most active volunteer group is the Tree Stewards of the Greater Lynchburg Area.

Every effort is made to sustain the City's urban trees in a healthy and cost effective manner. However, as trees decline or die and become hazardous they are removed. Firewood resulting from the removal of a City tree is given away on a "first come-first served" basis. For more information or to make a request for tree maintenance, call Citizens First at (434) 856-CITY (2489).

UNITED WAY

United Way's activities and member services help create a more efficient and effective health and human care system in the community. Through this work, United Way provides professional information and referral services, expertise for distribution of campaign dollars, training of agency professionals, and development of collaborations that will improve the quality of services for the community. United Way staff are involved in a number of coalitions, committees, and partnerships that are continually seeking better solutions and methods for addressing the needs of Central Virginia's residents.

UNITED WAY OF CENTRAL VIRGINIA

1010 Miller Park Square
Lynchburg, VA 24501

P.O. Box 10008
Lynchburg, VA 24506

Telephone(434) 846-8467
or dial 2-1-1
Fax(434) 847-8753
Websitewww.unitedwaycv.org

UNITED WAY MEMBER AGENCIES

(as of 2006)

ADULT CARE CENTER OF CENTRAL VIRGINIA

621 Court Street
Lynchburg, VA 24504

Telephone(434) 847-8111
Fax(434) 847-8132

20957 Timberlake Road
Lynchburg, VA 24502

Telephone(434) 455-2427

The Adult Care Center of Central Virginia is a quality day care service for health impaired or disabled adults. The Center provides a broad range of therapeutic programs, including personal care, health monitoring, medication administration, individualized care plans, lunch and snacks, exercises, music, crafts, and intergenerational activities. The Center also provides a safe daytime environment for the frail adult while giving their family caregiver a break.

ALLIANCE FOR FAMILIES & CHILDREN

2600 Memorial Avenue
Lynchburg, VA 24501

Telephone(434) 845-5944
Fax(434) 845-0840
Websitewww.alliancecv.org

A multi-service agency dedicated to encouraging responsible choices and creating hope for families to build a better community. Programs and services include: Child Abuse Prevention Center, Consumer Credit Counseling Service, Ways to Work Family Loan Program, Counseling Center (individual and family counseling, as well as Anger Management and Children in the Middle), Partnership for the Prevention of Substance Abuse, Marriage Before the Carriage, Abstinence Alliance, Child Care Link and Resource Center, Teen Parent Program, and Healthy Families of Central Virginia.

AMERICAN RED CROSS HISTORIC VIRGINIA CHAPTER

MAIN OFFICE

403 Otey Street
Bedford, VA 24523

Telephone(540) 586-7792
Fax(540) 586-3468

ANNEX OFFICE

2416 Langhorne Road
Lynchburg, VA 24501

Telephone(434) 845-1234
Toll Free(800) 625-6680
Fax(434) 845-5160
Website
www.historicvaredcross.org

Helps the communities of Lynchburg, Amherst, Appomattox, Campbell, and Prince Edward prevent, prepare for and respond to emergencies by providing around-the-clock disaster relief (including assistance to victims of house fires); 24 hour emergency messaging services between military personnel and their family members; HIV/AIDS education; international reconnecting services for families separated by natural disaster, war or civil unrest; blood collection services; and aquatics, CPR, Automated External Defibrillator (AED), and first aid training that meets OSHA standards.

ARC OF CENTRAL VIRGINIA

1508 Bedford Avenue
Lynchburg, VA 24504

Telephone(434) 845-4071
Fax(434) 845-6425
Websitewww.arcofva.org

Provides programs and services for children and adults with mental retardation and developmental disabilities.

BETHUNE NURSERY SCHOOL

2249 Halifax Street
Lynchburg, VA 24501

Telephone(434) 847-4221
Fax(434) 847-0441
Website
www.marybethuneacademy.org

Provides quality, affordable, day care for children 2-5 years of age, in tandem with a learning and developmental program that will enhance their young minds and bodies.

BIG BROTHERS BIG SISTERS

2901 Langhorne Road
Lynchburg, VA 24501

Telephone(434) 528-0400
Fax(434) 528-3234
Websitewww.bbbscva.org

Provides positive adult role models in a one-on-one relationship to children predominantly from single parent families in order to help them reach their full potential.

BOY SCOUTS - BLUE RIDGE MOUNTAINS COUNCIL

2131 Valley View Boulevard, NW
Roanoke, VA 24012

Telephone(540) 265-0656
Fax(540) 265-0659
Websitewww.bsa-brmc.org

Youth and family program for character development; emphasizing outdoor

adventures and fun for boys ages 6-10 (Cub Scouts) ages 11-18 (Boy Scouting) and young adults (co-ed ages 14-20).

CAMP CHILD

P.O. Box 3172
Lynchburg, VA 24503

Telephone(434) 947-8132
Fax(434) 947-8399
Websitewww.campchild.org

Camp CHILD offers a four-week summertime academic skill maintenance program and camp-like exploratory activities for children ages 6-13 who have been identified as having a specific learning disability.

CASA OF CENTRAL VIRGINIA

P.O. Box 3062
Lynchburg, VA 24503

Telephone(434) 528-2552
Fax(434) 528-2551
Websitewww.cvcasa.org

Court Appointed Special Advocates (CASA) of Central Virginia advocates for the best interest of abused and neglected children in the cities of Lynchburg and Bedford and the counties of Amherst, Bedford, Campbell, and Nelson. CASA of Central Virginia recruits, trains, supports, and monitors caring volunteers to advocate for abused and neglected children in the juvenile and domestic relations court system.

CENTRAL VIRGINIA AREA AGENCY ON AGING

3024 Forest Hills Circle
Lynchburg, VA 24501

Telephone(434) 385-9070
Fax(434) 385-9209
Websitewww.cvaaa.com

The mission of the CVAAA, as a designated Area Agency on Aging is to carry out the legislative intent of the Older Americans Act by providing supportive services such as meals, transportation, care management, personal care, homemaker assistance, elder rights advocacy, and legal services for age 60 and older citizens to enable them to remain in their homes, to be active in the life of the community, and to live life to the fullest degree that each is able.

CHILDREN'S HOME SOCIETY

1620 Fifth Street, SW
Roanoke, VA 24016

Telephone(540) 344-9281
Toll Free(800) 625-2445
Websitewww.chsva.org

Offers confidential pregnancy/birth parent counseling services; provides temporary foster care for children; handles adoption services for prospective adoptive parents, including home studies, adoptive placements and post placement supervision.

CRISIS LINE OF CENTRAL VIRGINIA

24 Hour Help Line . . .(434) 947-HELP
Telephone(434) 947-5921
Fax(434) 947-5501
Website

www.crisislineofcentralvirginia.org

Crisis Line is committed to helping children, teens, and adults cope through stressful and difficult times.

Through the Crisis/Suicide hotlines, TeenTalk, Chatterline, Telecare, and Sexual Assault Response programs, trained staff and volunteers utilize problem solving techniques, active listening skills, and referral to community resources to assist clients in establishing and maintaining a sense of stability in their lives. Crisis Line is also committed to conducting education and awareness presentations and professional training. These programs serve to inform community members of issues regarding sexual assault/harassment, child sexual abuse, relationship violence, suicide, mental illness, and personal safety.

FREE CLINIC OF CENTRAL VIRGINIA, INC.

1016 Main Street
Lynchburg, VA 24504

Telephone(434) 847-5866
Fax(434) 528-2529
Website www.fccv.net

Provides medical, nursing, dental, pharmacy, and health education services to patients who lack access to health care for financial reasons. Patient income must be low income as measured by annual U.S. Government standards and the patient must not have insurance, Medicare, or Medicaid for the services being rendered.

LYNCHBURG COMMUNITY ACTION GROUP, INC.

926 Commerce Street
Lynchburg, VA 24504

Telephone(434) 846-2778

Fax(434) 845-1547
Website www.lyncag.org

Lyn-CAG provides emergency assistance for basic needs, housing services (weatherization), rehabilitation and counseling, early childhood education, employment skills training and education, financial savings and asset acquisition, drop-out prevention/college access preparation and other supportive services to low-income and disadvantaged individuals and families in the Central Virginia/Region 2000 area. Their mission is to assist low-income and disadvantaged persons to move from economic and social dependency to self-sufficiency.

LYNCHBURG SHELTERED INDUSTRIES

3120 Odd Fellows Road
Lynchburg, VA 24501

Telephone(434) 847-4488
Fax(434) 847-0058
Website www.lsiworks.org

Provides job training and employment at the facility for people with disabilities and disadvantages.

MEALS ON WHEELS

605 Clay Street
Lynchburg, VA 24504

Telephone(434) 847-0796
Fax(434) 847-0798
Website www.mealsonwheelslynchburg.org

Volunteers deliver hot, nutritious meals five days a week to elderly, con-

valescent, and/or mentally or physically handicapped persons who are unable to prepare their own meals, and have no one in the home to provide meals.

MENTAL HEALTH ASSOCIATION

1010 Miller Park Square
Lynchburg, VA 24501

Telephone(434) 847-9055
Fax(434) 847-8753
Websitewww.mhacv.org

Provides mental health screenings, consultations and referrals, education and prevention programs for the community, support services for persons with mental illnesses and their families, and tracks public policy developments related to mental health.

NEW LAND JOBS

410 Bay Street, Lower Level
Lynchburg, VA 24501

Telephone(434) 847-4225
Fax(434) 847-8755
Websitewww.newlandjobs.org

New Land Jobs provides employment services free of charge to individuals in the cities of Bedford and Lynchburg and the surrounding counties, including resume preparation, interview skills workshops, job search assistance and placement efforts, follow-up and support.

SALVATION ARMY

2211 Park Avenue
Lynchburg, VA 24501

Telephone(434) 845-5939

Fax(434) 846-1549
Websitewww.uss.salvationarmy.org

The Salvation Army is an evangelical part of the Christian church. It serves the counties of Amherst, Appomattox, Bedford, and Campbell and the cities of Bedford and Lynchburg: providing financial assistance to families, shelter to the homeless, transitional housing for women and children on the way to independence, and day care for children of welfare to work and low income families. The Salvation Army assists in natural disasters in our area and beyond. In addition, a number of youth and adult character building programs are offered, including a nine week summer day camp program and a residential camping program for youth and adults.

VIRGINIA LEGAL AID SOCIETY

513 Church Street
Lynchburg, VA 24505

Telephone(434) 528-4722
Fax(434) 528-3571
Websitewww.vlas.org

Resolves serious legal problems of low-income people, promotes economic and family stability, reduces poverty through effective legal assistance, and champions equal justice. VLAS uses legal skills to solve problems in health care, public benefits, housing, family relations, wills and powers of attorney, education and employment.

YMCA OF CENTRAL VIRGINIA DOWNTOWN YMCA

1315 Church Street

Lynchburg, VA, 24504

Telephone(434) 847-5597

JAMERSON FAMILY YMCA

801 Wyndhurst Drive
Lynchburg, VA, 24502

Telephone(434) 582-1900

CHILDCARE & OUTREACH

1316 Church Street
Lynchburg, VA, 24504

Telephone(434) 847-8750

Fax(434) 846-4702

Website . . www.lynchburgymca.org

Nurtures healthy development of children, teens, and families with preschool and school age childcare, camps, sports, aquatics, and health and fitness programs. Provides outreach programs at no charge to at-risk youth in the community to build character, self-esteem, and leadership skills.

YWCA OF CENTRAL VIRGINIA

626 Church Street
Lynchburg, VA 24504

Telephone(434) 847-7751

Fax(434) 528-3449

Website . . www.lynchburgywca.org

Offering support through five (5) different programs, the YW is available 24 hours a day to help women and girls of the community develop the strength they need to improve their lives. Programs and services include: the Domestic Violence Prevention Center— providing emergency shelter and support services for victims of domestic violence and counseling for

batterers; Children’s Supervised Visitation Center; Low Income and Transitional Housing for Women; and Mentoring for at-risk teenage girls.

UTILITIES

The following utilities and services are provided by the City of Lynchburg or by service vendors.

CITY UTILITIES

WATER & SEWER SERVICES

The City of Lynchburg provides water and sewer utility services. To make application for water service contact the Billings and Collections Division at (434) 455-3840, Monday - Friday, 8:30 a.m. - 5:00 p.m. Usually, the application can be completed over the phone; however, in some cases, you may be asked to come to City Hall to complete the application in person. You will be asked to provide your name, address, whether or not you rent, and other name(s) on the lease.

A \$75 deposit or a letter of good credit history from your previous utility company is also required. You will also be asked for the date you wish to have your water service turned on. Within 24 hours of the turn-on date a meter-reader from Utilities will come to your address to read the meter and if necessary turn on your water.

No extra paperwork is required for sewer service; however, some parts of the City are not on the sewer system.

Call Billings and Collections to find out whether or not you are on the City's sewer system.

SERVICE VENDORS

CABLE TELEVISION

Cable television service in the Lynchburg area is provided by Comcast. Contact the toll free customer service number at (800) 266-2278 for cable broadcast maintenance issues. Concerns about cable television service may be directed to the City by calling (434) 856-CITY (2489). The City does not have authority over billing, number or type of channels provided, etc. This information is subject to change due to pending State and Federal legislation.

CHANNEL 7

The local studio Channel 7, is located on the ground level of City Hall, Tenth Street entrance at 900 Church Street, telephone (434) 528-0033. The studio assists citizens/organizations with local access programming.

NOTE: The local studio cannot answer billing questions or requests for cable service. Please call the toll free customer service number at (888) 683-1000.

The majority of cable programming shown on Channel 7 is produced by residents of the community. To become a producer, citizens will need to complete an application packet provided by the studio.

NOTE: Citizens do not need prior programming experience and they determine their level of programming involvement.

The air-time slots for taped cable programming varies from 30 minutes per week to a one-time only program.

Channel 7 can also air public service announcements (PSA's) free of charge for non-profit organizations. These announcements run on a rolling bulletin board whenever video programming is not being shown.

GUIDELINES FOR SUBMITTING A PUBLIC SERVICE ANNOUNCEMENT (PSA):

- Send announcement to Channel 7 three (3) weeks in advance.
- One announcement per page per organization per week accepted.
- Include a public contact telephone number.
- Submission deadlines are Fridays at 9:00 a.m.
- Mail or Fax PSA(s) to:

COMCAST CHANNEL 7

900 Church Street
Lynchburg, VA 24504

Fax(434) 847-8411

ELECTRIC SERVICE

Appalachian Power, a division of American Electric Power Company (AEP) provides electric service for this region. The customer service number for Virginia is (800) 956-4237.

NATURAL GAS SERVICE

Below is a listing of private businesses that provide natural gas services to residents in the Lynchburg area.

COLUMBIA GAS OF VIRGINIA

Telephone(800) 543-8911

R.J.'S GAS SERVICE

Telephone(434) 846-2580

SURBURBAN PROPANE

Telephone(434) 525-9506

WATTS PETROLEUM CORP.

Telephone(434) 846-6509

TELEPHONE SERVICE

Verizon provides telephone service in the Lynchburg area. The following are helpful customer service numbers:

NEW SERVICE

Including changes to existing service and billing questions.

Telephone(434) 954-6222

PAYMENT INFORMATION

24-hour account information, including payment arrangements.

Telephone(888) 780-3964

CENTER FOR CUSTOMERS WITH DISABILITIES

Monday - Friday, (8:30 a.m. - 5:00 p.m.)

Voice & TTY(800) 974-6006

VEHICLE DECAL

(Also refer to Taxes - Personal Property Tax)

As of March 1, 2006, citizens and businesses are no longer required to display City decals on personal property. However, the City does levy a license fee.

The entire license fee for personal property with active license plates is included in first of two personal property tax installments and is due by **June 1**, (in addition to half of the tax assessment). The second installment is due **December 1**.

If you have any questions regarding your personal property tax, contact the Commissioner of the Revenue office at (434) 455-3870.

VICTIM/WITNESS

The Lynchburg Victim/Witness Program is operated by the Commonwealth Attorney's office and exists to ensure that individuals receive fair and compassionate treatment as an active participant in the criminal justice system. The primary goals of the program are to respond to the emotional and physical needs of a victim of crime, to help the individual understand and participate in the criminal justice system, and to provide him/her with information and referrals for community services.

Contact the Victim/Witness Program at (434) 455-3790 or visit the website at www.ocalynchburg.com if you...

- Have questions about your role as a witness.
- Would like an explanation of court procedures or a tour of the court room before you testify.

- Need someone to speak to your employer to allow you to appear as a witness without loss of wages.
- Cannot find someone to care for your children while you are in court and need a referral for childcare.
- Personal property is being held as evidence and you want to know when you may get it back.
- Want assistance in preparing your Victim Impact Statement.
- Want information about qualifying for Victims' Compensation for personal injuries or counseling.
- Need a referral to community service agencies that provide emergency, financial, medical, or psychological assistance to crime victims.
- Are not receiving restitution payments that were ordered by the Court or you are interested in receiving court-ordered restitution.
- Want to be informed of your rights under the Virginia's Crime Victim and Witness Rights Act.

VIRGINIA EXILE

Along with the many prosecutorial functions of the Commonwealth Attorney's office, a concerted effort is made to reduce the amount of gun violence within Lynchburg. Working with the Virginia Department of Criminal Justice, the Commonwealth Attorney's office helps to target individuals who commit crimes involving guns through

the Lynchburg Exile Program. In addition to severe penalties against those persons who are convicted for a gun violence crime, this program also seeks legislation to strengthen the penalties for illegal use or possession of a firearm.

PROGRAM TARGETS THREE SPECIFIC CRIMES

1. GUNS & FELONS

A convicted felon who is found in possession of a firearm faces a penitentiary sentence of between two to five years.

2. GUNS & DRUGS

A person who is found in possession of a firearm while simultaneously being in possession of an illegal drug faces a penitentiary sentence of between two to five years.

3. GUNS & SCHOOLS

A person who is found in possession of a firearm while on or about a school property, and who displays the firearm, faces a mandatory five year penitentiary sentence.

The sentences for Exile crimes run consecutive to any other sentence that may be imposed on a defendant. Additionally, because the State of Virginia has abolished parole, persons convicted of these gun crimes will be sent to prison for the entire sentence. *No Probation. No Parole. No Excuses.*

The Exile program also promotes an extensive public awareness campaign as a reminder that if you are convicted

of illegal firearm possession you will get an automatic penitentiary sentence, no exceptions. As a result of these efforts, coupled with the Virginia Department of Criminal Justice and the Lynchburg Police Department, there has been a significant reduction in the “gun carry” rate associated with criminal activity within Lynchburg.

If you would like more information regarding Exile crime or find it necessary to report illegal possession of a firearm, call Virginia Crime Stoppers at (888) 798-5900.

VISITORS CENTER

Located downtown, the Lynchburg Visitors Information Center is a great place to pick up brochures on area and regional attractions.

In addition, the Visitors Information Center can provide information regarding hotels and lodging, restaurants, special events, tours, and entertainment.

VISITORS INFORMATION CENTER

216 Twelfth Street
Lynchburg, VA 24504

Telephone (434) 847-1811
Toll Free (800) 732-5821
Website

www.discoverlynchburg.org

VOLUNTEER! LYNCHBURG

“Volunteer! Lynchburg” is a network of citizens who donate time and energy in a broad range of community services. From coaching and mentoring to neighborhood cleanup campaigns to companionship and advocacy for the elderly and youth, volunteers are making a difference in Lynchburg.

Volunteer opportunities range from one-time projects and special events to long-term commitments. You can choose from a variety of positions to fit your schedule and interests. Whether you have a few hours a year, month or week to contribute, the City can use your help.

VOLUNTEER OPPORTUNITIES

- Adopt-A-Street
- After School Programs
- Clerical Assistance
- Coaching
- Council Appointed Boards and Commissions
- General Office Work
- Library Volunteer
- Litter Control
- Neighborhood Watch
- Parks and Recreation Volunteer
- Recycling Programs
- Special Projects
- Tutoring Youth

To apply for a volunteer opportunity, please download the “Volunteer! Lynchburg” application from www.lynchburgva.gov and select the Communications and Marketing Department webpage and then select “Volunteer! Lynchburg.”

In addition, the “Volunteer! Lynchburg” application can be picked up and completed in person by visiting the Public Library branches, the City Hall information desk, and/or the Communications and Marketing Department, located at 900 Church Street, ground level, Tenth Street entrance. For more information, please call Communications and Marketing at (434) 455-3800.

VOTING

Lynchburg voters must be a U.S. citizen, a resident of the city of Lynchburg, and be 18 years old by the next General Election. In addition, the voter must not be currently judged by a circuit court to be mentally incompetent. If the individual, has been convicted of a felony, your voting rights must have been restored. The Voter’s Registration Office can provide you with the paperwork necessary to begin the restoration process. For information call (434) 847-1609).

ABSENTEE VOTING

Citizens who will be away from Lynchburg on Election Day, or who are

unable to go to the polls because of illness or disability, may vote using an absentee ballot.

ABSENTEE VOTING BY MAIL

To request an absentee ballot application, please call (434) 847-1609, fax (434) 947-2798, or e-mail the Registrar’s Office at registrar@lynchburgva.gov.

An application can be downloaded from the State Board of Elections’ website at www.sbe.state.va.us.

Once the application is approved and the ballot is available, an absentee ballot will be mailed. Applications for mailed absentee ballots must be received by 5:00 p.m. on the Thursday before Election Day. Ballots can be returned by mail or brought to the office. Ballots may NOT be faxed and are NOT available on the Internet. An absentee ballot returned by mail must be received in the Registrar’s Office before the polls close on Election Day.

ABSENTEE VOTING IN PERSON

Absentee voting in person begins approximately 45 days before a November election and approximately 30 days before other elections. Absentee voting can take place in person at the Registrar’s Office in the DMV, located at 3236 Odd Fellows Road, Monday - Friday, 8:30 a.m. - 5:00 p.m. The Registrar’s Office is also open for this purpose on the last two Saturdays before a November election and the last Saturday before other elections.

Absentee voting in person typically takes 10-20 minutes, depending on the number of persons waiting and/or the number of issues on the ballot. Absentee voting in person ends at 5:00 p.m. on the Saturday before Election Day. There are provisions for voting an emergency absentee ballot. Call the Registrar's Office at (434) 847-1609 to discuss this type of situation.

CHANGE OF ADDRESS

A change of address within Virginia may be reported by filling out a new voter registration application or by completing the form on the back of your voter registration card and mailing it to the Registrar's address shown on the front of the card. The voter can change their voter registration address when changing their driver's license address, either at the DMV or on the Internet. Be sure to check the box on the DMV paperwork saying that you want to fill out a new voter registration form.

ELECTION DAY

On Election Day, the polls are open from 6:00 a.m. - 7:00 p.m. All voters must present one of the following types of ID at the polls: a valid Virginia driver's license, a voter registration card, a photo ID issued by your current employer, a Social Security card, or any other ID issued by a government agency. Voters without an ID, will be allowed to vote after signing an affirmation of identity form.

VOTER REGISTRATION

IN PERSON

Register to vote at the Division of Motor Vehicles Office (DMV), 3236 Odd Fellows Road, Monday - Friday, 8:30 a.m. - 5:00 p.m. and Saturday, 8:00 a.m. - 12:00 p.m. Voter registration is done at Booth No. 1. (citizens are not required to stand in the DMV line when seeing the Voter Registrar).

BY MAIL

Citizens can also register to vote by completing a voter registration application and mailing it. Voter registration applications are available at most post offices in Lynchburg and at the City Hall Information Desk or can be downloaded from the Internet. Visit the State Board of Elections website at www.sbe.state.va.us to retrieve the form and other voter information; or call (434) 847-1609 for an application and it will be mailed to you.

After your application is accepted a voter registration card will be mailed. This card contains the name and address of your voting location. Lost or misplaced cards can be replaced by calling the Registrar's Office at (434) 847-1609.

VOTING LOCATIONS

To check on your voting status and polling location, call the Registrar's Office at (434) 847-1609 or visit www.sbe.state.va.us and select "Where Do I Vote?"

WATER & SEWER

The City is fortunate to have two plentiful sources of good water. Lynchburg's primary water source is the 125-acre Pedlar Reservoir in Amherst County. The water from Pedlar flows 22 miles by gravity to the City's two filtration plants. At times, water is also drawn from the James River. Both the Pedlar and James River water are cleaned with the same treatment process, and both provide the clean and clear water that we are fortunate to enjoy.

WATER & SEWER SERVICES

To receive water and/or sewer services call or visit the Utility Billing Office at (434) 455-3840, City Hall, 900 Church Street.

NOTE: A security deposit may be required. Residents are encouraged to notify the Utility Billing Office when moving in or out of a residence.

Citizens may also pay utility bills online by selecting the Online Payment tab on the City's website at www.lyncburgva.gov.

BILLING INFORMATION

The monthly billing cycle for water and sewer services are generated from the Utility Billing Office. Customers are billed for water usage based on the number of HCF (hundred cubic feet) units of water that goes through the meter between readings. An HCF unit is equal to 748 gallons of water. Sewer

usage is based on the amount of metered water usage and is set at a one-to-one ratio. If applicable, penalty charges are calculated.

SEASONAL SEWER CAP

During the months of April through September, many Lynchburg residents use water to water lawns, fill swimming pools, wash cars, etc. Water used in this manner does not enter the sewer system, therefore does not have to be treated. From May through October, the residential utility water bills charge for sewer usage using the "sewer cap" calculation which is based upon your average water consumption during the billing months of November through April. Only single family residential customers connected to the City's sewer system can benefit from the Seasonal Sewer Cap adjustment.

WATER & SEWER EMERGENCIES

Contact the Utilities Department at (434) 455-4250 with any water or sewer emergencies, 24 hours a day, seven days a week. Examples of water or sewer emergencies include:

- Discolored water
- Low water pressure
- Broken water main
- Sewer back-ups
- Sewer overflows

WATER SYSTEM SECURITY

Citizens can help with water system security. Water distribution and wastewater collection systems cover large areas and are often located in isolated places that are difficult to secure and patrol. Citizens can help the Utilities Department by noticing and reporting any suspicious activity in or around water and wastewater facilities. Please report any suspicious activities by calling 9-1-1.

WEEDS

City ordinance prohibits property owners from allowing grass or weeds to grow over 12 inches high on their

property. (The ordinance does not apply to trees or undisturbed woodlands). The Neighborhoods Services Division of the Community Development Department, will notify the property owner by letter stating that they have 10 days to cut the grass or weeds (one notice per growing season). After the 10-day warning period, the City can cut the grass or weeds and the property owner will then be responsible for the cost of having the weeds or grass cut. If the property owner does not pay the bill in a timely manner, the City may pursue legal collection actions.

WHAT IS A WEED?

DEFINITION: Weeds shall include any plant, grass, or other vegetation (herba-

Lynchburg's Own



Did you know that the City's water goes through more stringent testing and regulations than what is required of the bottled water industry?

We're committed to providing you with clean, safe, and affordable water. The next time you turn on your tap, remember that *Lynchburg's Own* is the clear choice from the tap to the bottle!

Consider purchasing *Lynchburg's Own* for your next meeting, reunion, special occasion, or as a memento for family or friends. For more information on how you can purchase *Lynchburg's Own* bottled water, contact the Utilities Department at (434) 455-4250.

Exceptional Quality, Exceptional Value!

ceous or woody) over 12 inches in height; excluding trees, ornamental shrubbery, vegetable and flower gardens, purposefully planted and maintained by the property owner or occupant, free of weed hazard or nuisance, cultivated crops, or undisturbed woodland and not otherwise in violation.

For more information contact the Neighborhood Services Division at (434) 455-3900.

ZONING

The Zoning Division of Community Development is responsible for administering and enforcing zoning and subdivision regulations. Staff interprets the Zoning Ordinance for City agencies, citizens, and developers. In addition, the Division reviews and approves construction permits and business licenses for compliance with the Zoning Ordinance.

In addition, the Zoning Division also responds to citizen complaints and inspects properties for violations. The Division provides administrative and technical support to the Board of Zoning Appeals and serves as the secretary to the Board. For more information or questions concerning zoning, call the Zoning Division at (434) 455-3900.

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BB&T	p. 70
Best Mailing Service, Inc.	p. 128
Blair Marketing	p. 39
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CITY GOVERNMENT TELEPHONE LISTING

(NOTE: All area codes are 434 unless otherwise noted.)

Citizens First Info Center . . .856-2489

General City information, service requests, brush and bulk pickup, Monday - Friday, 8:00 a.m. - 5:00 p.m.

TTY or TDD Non Emergency
856-2025

Tele-Serv Automated Self Service Line
Recorded Information455-6366

TTY or TDD or Voice Emergency Only
9-1-1

Abandoned Automobiles455-3900

Accounting455-4220

Adopt-A-Street856-2489

Airport, Lynchburg Regional 455-6090

Airlines:

Delta Connection ASA . .(800) 221-1212

US Airways Express . . .(800) 428-4322

Airport Maintenance455-6220

Car Rental Services:

Avis Rent-A-Car239-3622

Budget Rent-A-Car237-6101

Enterprise Rent-A-Car239-5785

Hertz Rent-A-Car237-6284

K & J Limousine Services . . .385-7780

Republic Parking System . . .239-7574

Ambulance & Medical Emergency 9-1-1

Ambulance Billing Non-Emergency:

Ambulance Transport Services. .847-1485

Animal Warden847-1602

Billings & Collections455-3850

Blue Ridge Regional Jail:

Administration & Intake847-1300

Brush & Brush Pick Up . . .856-2489

Budget Office455-3970

Building & Grounds Division 455-4400

Bus Service (GLTC)455-5080

Business & Professional License

.455-3880

Combined Sewer Overflow (CSO):

Administrator455-4250

CSO Rainleader Information Center

.847-7246

Child Abuse & Neglect455-5850

Child Abuse Hotline: Evenings/Weekends
(800) 552-7096

City Armory (Rental)455-4485

City Assessor455-3830

Self Service Line455-6366

City Attorney's Office455-3980

City Cemetery, Old847-1465

City Council455-3995

City Engineer455-3950

City Manager's Office455-3990

Code Enforcement455-3910

Collections (Tax)455-3850

Commissioner of the Revenue

.455-3870

Commonwealth's Attorney . .455-3760

Victim Witness Assistance . . .455-3790

Communications & Marketing

.455-3800

Community Corrections Program &

Pretrial Services455-3750

Community Development . .455-3900

Director455-3900

Engineering Division455-3950

Geographic Information System (GIS)

.455-3950

Grants Administration455-3900

Inspections Division455-3910

Neighborhood Services Division

.455-3900

Planning Division	455-3900
Community Market	455-4485
Construction Coordinators	455-4450
Courts:	
Circuit Clerk	455-2620
Circuit Judge	455-2600
Traffic Tickets	455-2630
General District:	
Civil	455-2640
Criminal & Traffic	455-2630
Juvenile & Domestic Relations	455-2670
Juvenile & Domestic Clerk of Court	455-2670
Juvenile Probation & Intake - Court Services Unit	455-2660
Crossroads House	455-4150
Dead Animal Pick Up	856-2489
Detention Center	455-7878
Dog License	455-3850
Economic Development	455-4490
Lynchburg Industrial Development Authority (LIDA)	455-4490
Emergency Communications:	
Emergency	9-1-1
Administration	455-4290
Personnel & Training	455-4287
Emergency Management:	
Emergency Coordinator	455-6347
Employment:	
City Government Hotline	455-4210
City Schools	522-3700
Engineering Division	455-3950
Financial Services	455-4220
Fire & EMS Department:	
Administrative Office	455-6340
Fire, Ambulance, Medical Emergency	
.	9-1-1
Ambulance Billing	455-6350

Non-Emergency Ambulance	
Transport Services	847-1485
Fire Marshal/Prevention Services	
.	455-6375
Voice Mail (<i>Available After Hours</i>)	455-6340
Fishing Permit (<i>Pedlar Reservoir</i>)	455-3850
Garbage Collection	856-2489
Geographic Information System (GIS)	
.	455-3950
Health Department	947-6785
Human Resources	455-4200
Humane Society	846-1438
Information Technology	455-6040
Illegal Dumping	455-3895
Inspections:	
Building, Electrical, Plumbing, Mechanical Inspections	455-3910
Housing Code Inspections	455-3910
Property Maintenance Inspections	455-3910
Internal Audit	455-3810
Job Information Hotline:	
City Positions	455-4210
Juvenile Services:	
Administration	455-5850
TTY	847-1388
Crossroads House/Single Point of Entry	455-4150
Day Services:	
Administration	847-1344
Staff	847-1710
Detention Center	455-7878
Opportunity House	847-1665
Outreach Detention Program	847-1460
SPARC House	847-1713
Youth & Prevention Services	455-5850
Landfill	455-6080
Lead-Safe Lynchburg	455-3900
Leaf Removal	455-4450

Library, Lynchburg Public .455-6300

Administration	.455-6330
Circulation, Renewals, Returns, Library Cards..	.455-6300
Adult Reference & Information	.455-6310
Youth Services	.455-6320
Volunteer Services	.455-6330

Downtown Branch &

Public Law Library	.455-3820
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Lynchburg Life Saving Crew

Emergency	.9-1-1
Non-Emergency	.845-1256

Magistrate .847-1329**Map Room** .455-3950**Marriage License** .455-2620**Mayor's Office** .455-3995**Miller Park Pool** .847-1759**Museum System** .455-6226**Neighborhood Services** .455-3900**Old City Cemetery** .847-1465**Opportunity House** .455-4070**Outreach Detention Program**
.847-1460**Parks & Recreation:**

Administrative Offices	.455-5858
Cancellations	.455-5860

Community Centers:

College Hill Center	.847-1418
Daniels Hill Center	.847-1396
Diamond Hill Center	.847-1409
Fairview Center	.847-1751
Jefferson Park Center	.847-1405
Miller Park Center	.455-5890
Templeton Senior Center	.455-4115
Yoder Center	.847-1645
Senior Adults	.455-4000
Senior Center Transportation	.455-4000
Special Events	.455-0222
Pedlar Dam Residency	.922-7222

Personnel, City (Human Resources):

Administration	.455-4200
Employment Hotline	.455-4210

Planning .455-3900**Point of Honor Museum** .455-6226

Point of Honor Gift Shop	.847-1867
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Police Department:

Police Emergency	.9-1-1
911 Non-Emergency Business	847-1602
Telephone Reporting of Non-Emergency Incidents	.455-6041
Telephone Reporting Desk & Warrant Service	.455-6041

Administrative Office:

General Information	.455-6050
Chief of Police	.455-6045
9-1-1 Administration	.455-4290

Crime Stoppers of Central Virginia:

Toll Free	.(888) 798-5900
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Investigations & Administrative Bureau:

Deputy Chief	.455-6051
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Administrative Division:

Captain	.455-6067
Computer Operations	.455-6044
Crime Analysis	.455-6046
Crime Prevention Unit (<i>Dare, Neighborhood Watch</i>)	.455-6070
Equipment & Supply	.455-6075
Evidence & Recovered Property	.455-6057
Personnel & Training Unit	.455-6048
Police Records Unit	.455-6069

Investigations Division:

Investigations Unit	.455-6054
Narcotics & Vice Unit	.455-6056
Investigations Captain	.455-6053
Investigations Deputy Chief	.455-6051
Evidence Technician	.455-6055

Field Operations Bureau (*Uniformed Patrol*):

Field Operations Deputy Chief	.455-6061
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East Patrol Division Captain . . .	455-6062
North Patrol Division Captain . .	455-6063
South Patrol Division Captain . .	455-6064
Special Operations Division Captain	455-6065
Animal Control Unit	455-6058
Parking Enforcement	455-6047
Traffic Safety Unit	455-6047
Pretrail Services	455-3750
Procurement Office	455-3970
Public Law Library	455-3820
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Public Works:	
Administration	455-3960
Building & Grounds Division .	455-4400
Streets Division	455-4450
Waste Management Division . .	455-6080
Real Estate Assessments (<i>City Assessor</i>)	455-3830
Real Estate Tax Relief for Elderly & Disabled	455-3870
Refuse Collection	856-2489
Registrar of Voters	847-1609
Risk Management	455-3815
Sewer Emergency	455-4250
Sheriff's Office	847-1301
Snow, Ice, Other Storm Emergency	455-4450
Social Services:	
All Programs	455-5850
TTY	847-1388
SPARC House	455-4060
Street Cleaning	455-4450
Street Light Installation . . .	455-3950
Streets & Traffic Maintenance Division (<i>Streets, Street Signs & Sidewalk Repairs</i>)	455-4450
Street (Signal Emergency Services)	9-1-1

Tax Assessments:

Meals, Lodging & Amusement	455-3880
Personal Property	455-3870
Real Estate	455-3830
State Income	455-3870
Tax Collections	455-3850

Trash Collection856-2489

Trash Disposal Decals & Tags 455-3850

Traffic Engineering455-3950

Treasurer's Office (*State Collections*)

.....	455-4242
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Tree Complaints856-2489

Utilities Department:

Abert Water Treatment Plant . .	847-1311
Administration	455-4250
Billing, Customer Service . . .	455-3840
CSO Rainleader Information Center	847-7246
College Hill Water Treatment Center	455-4250
Emergency (<i>Water & Sewer</i>) . .	455-4250
Pedlar Dam Residency (<i>Allwood</i>)	922-7222
Wastewater Treatment Plant . .	455-6240

Voter Registration & Information

.....	847-1609
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Virginia Alcohol Safety Action Program (ASAP) of Central Virginia . .947-2524

Waste Management Division:

Trash Collection & Solid Waste Disposal	455-6080
Trash Decals & Tags	455-3850
Missed Trash Collection	856-2489
New/Replacement Trash Carts	455-6080

Weed Control856-2489

Zoning Enforcement455-3900

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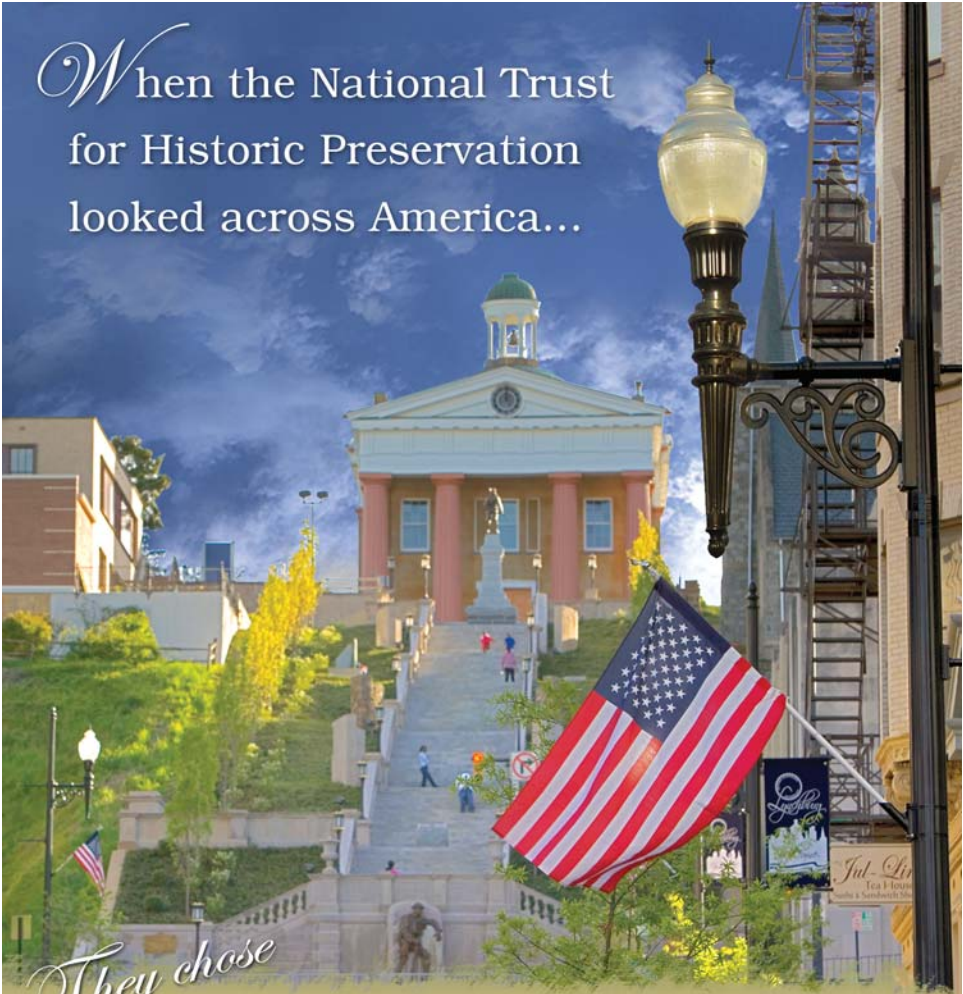
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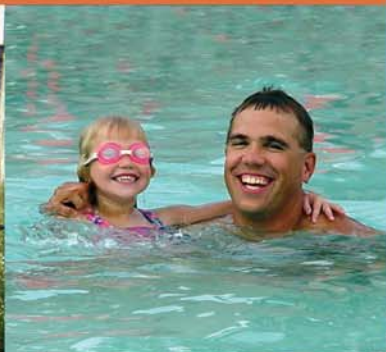
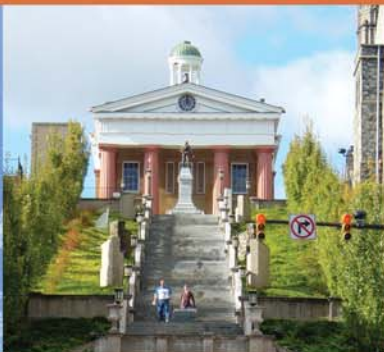


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